

2011

# 2011 Kennebunk Annual Town Report

Kennebunk (Me.). Municipal Officers

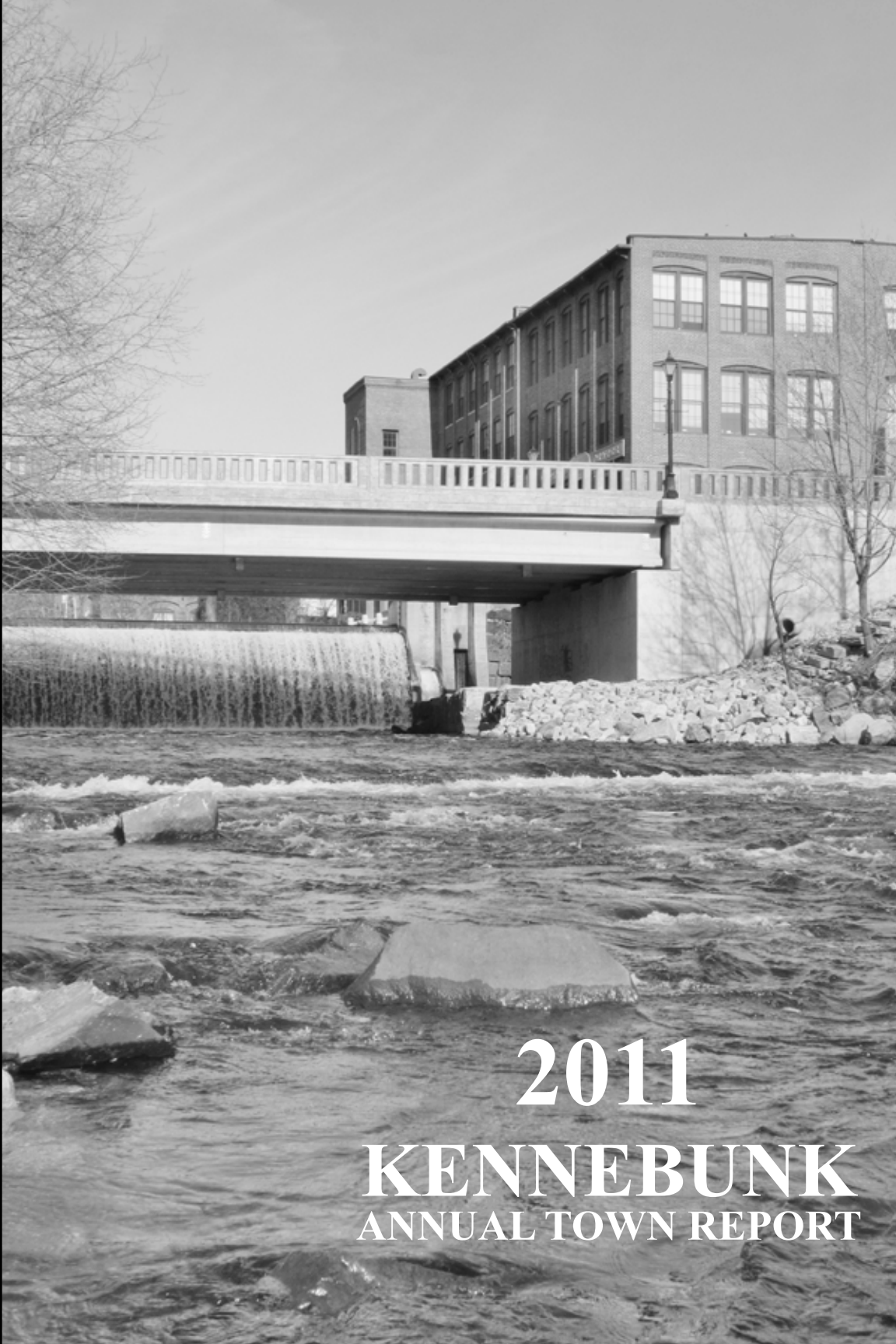
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2011  
**KENNEBUNK**  
ANNUAL TOWN REPORT

# **TOWN OF KENNEBUNK**

**YORK COUNTY**

**191<sup>st</sup> ANNUAL REPORT  
JANUARY 1, 2011  
TO DECEMBER 31, 2011**

**Printed on Recycled Paper**





## **IN MEMORIAM**

The Town of Kennebunk wishes to dedicate the 2011 Annual Town Report to the memory of the following citizens who have served the Town so diligently with their time and talents.



**WAYNE W. WYMAN**

June 30, 1929 – October 12, 2011  
Bus Driver and Custodian (32 years)  
Cousens School and Park Street School



**LESTER C. WHITTEN**

July 25, 1952 – November 26, 2011  
Highway Department Employee (28 years)

**CAROLYN U. GOFF**

February 18, 1929 – May 23, 2011  
Many years of service as a Ballot Clerk  
(picture not available)

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*“Wreaths Across America Ceremony”*  
**Photo courtesy of York County Coast Star**

## **2011 ANNIVERSARIES OBSERVED**

### **(FULL-TIME EMPLOYEES)**

#### **1 - 5 Year Anniversary (2010-2006)**

Brian Dobson, Code Enforcement	Thomas England, Communications
Kevin Eastman, Public Services	David Dewitt, Public Services
Michael Austin, Public Services	Caroline Segalla, Community Dev.
Kris Fogg, Finance	David Bovill, Communications
W.Greg Tinsman, Communications	Michael Foley, Communications
Jay Byron, Fire/Rescue	Joanna Moran, Town Clerk
Brittany Morin, Police	Michael Tucci, Police
Daniel Shaw, Police	Matthew Duplisea, Recreation
Jarrett Clarke, Information Services	Audra Presby, Police
Daniel Jones, Police	Stephen Nason, Public Services
Brianna Waterman, Recreation	Seth Oakes, Recreation
	Karen Wheeler, Fire/Rescue

#### **6 - 10 Year Anniversary (2005-2001)**

Thomas Bragg, Public Services	Juliet Gilman, Police
Joshua Morneau, Police	Joan Fox, Police
Wayne Mathews, Fire/Rescue	Karleen Fortin, Finance
Joel Downs, Finance	Pamela Plummer, Finance
Megan Verlander, Assessing	Richard Boucher, Information Services
Beverly Staples, CEO/Planning	Michael Claus, Public Services
Christopher Russell, Police	Wendy Morrison, Communications
Carol Doucette, Assessing	Dennis Vincent, Communications
Eric O'Brien, Police	Tammy Legere, Recreation

#### **11 - 15 Year Anniversary (2000-1996)**

Anthony Clukey, Police	Anthony Bean Burpee, Police
Paul Demers, Code Enforcement	Stephen Nichols, Fire/Rescue
Daniel Robinson, Assessing	Mark Carney, Police
	Dale Searles, Public Services

#### **16 - 20 Year Anniversary (1995-1991)**

Robert Stone, Public Services	Barry Tibbetts, Town Manager
Deborah Johnson, Finance	Darrell Eaton, Police
David Jamieson, Police	Andrew Belisle, Police

#### **21 - 25 Year Anniversary (1990-1986)**

Kevin Renk, Public Services	Robert MacKenzie, Police
Todd Toussaint, Public Services	Jeanne Brooks, Public Services
Scott Wentworth, Public Services	Brian Costello, Recreation

#### **26 - 30 Year Anniversary (1985-1981)**

Judith Bernstein, Planning	Timothy Searles, Public Services
----------------------------	----------------------------------

#### **30 - 35 Year Anniversary (1980-1976)**

Kathleen Nolette, Town Manager's Office



**TOWN OFFICIALS  
JANUARY - DECEMBER 2011**

**ELECTED OFFICIALS**

**SELECTMEN - 3 year term**

	<b>ELECTION DATE</b>
Albert J. Searles, Chairman	June 2009-2012
David H. Spofford	June 2009-2012
John H. Kotsonis	June 2009-2012
Kevin P. Donovan	June 2010-2013
Richard A. Morin	June 2010-2013
Deborah A. Beal	June 2011-2014
William A. Ward, Jr.	June 2011-2014

**TOWN CLERK - 3 year term**

Joanna M. Moran	June 2011-2014
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**DIRECTORS (representing Kennebunk) - 3 year term**

**MAINE REGIONAL SCHOOL UNIT #21**

Timothy B. Hussey	June 2009-2012
Frank M. Drigotas, III	June 2010-2013
Matthew R. Fadiman	June 2010-2013
Brad R. Huot	June 2011-2012
Arthur R. LeBlanc, III	June 2011-2014
Kevin Knight	June 2011-2014

**TRUSTEE (representing Kennebunk) - 3 year term**

**KENNEBUNK, KENNEBUNKPORT & WELLS WATER DISTRICT**

Robert A. Emmons, President	June 2011-2014
-----------------------------	----------------

**TRUSTEES-KENNEBUNK LIGHT & POWER DISTRICT- 5 year term**

Bruce T. Madore, President	June 2008-2013
David W. Cluff, Vice President	June 2009-2014
Michael Jordan, Clerk	June 2011-2016
Craig H. MacDonald	June 2010-2015
Joan P. Tishkevich	June 2007-2012

**TRUSTEES - KENNEBUNK SEWER DISTRICT - 3 year term**

John E. Price, III, Chairman	June 2011-2014
Mark K. Allenwood, Vice Chair	June 2009-2012
Robert J. DiCarlo, Treasurer	June 2010-2013
Nicholas C. Branchina, Clerk	June 2010-2013
James A. Oppert	June 2009-2012

**STATE SENATOR (District 4)**

Nancy B. Sullivan

Home Address:

20 Westwood Drive  
Biddeford, ME 04005

Phone: 282-5594

E-mail: [npsullivan@gwi.net](mailto:npsullivan@gwi.net)

Capitol Address:

Senate Chamber  
3 State House Station  
Augusta, ME 04333-0003  
Phone: 287-1515 (voice)  
287-1583 (TTY)  
287-1585 (fax)

Toll-Free Message Center: 1-800-423-6900

Website: <http://senatedems.maine.gov/sullivan/contact.htm>

**REPRESENTATIVE TO THE STATE LEGISLATURE (District 140)**

Wayne R. Parry

Home Address:

851 Alfred Road  
Arundel, ME 04046

Phone: 286-9145

E-mail: [wayneparry@roadrunner.com](mailto:wayneparry@roadrunner.com)

Personal Website: [www.wayneparry.com](http://www.wayneparry.com)

Capitol Address:

House of Representatives  
2 State House Station  
Augusta, ME 04333-0002  
Phone: 287-1440 (voice)  
287-4469 (TTY)

Toll-Free Message Center: 1-800-423-2900

Legislative Website: [www.maine.gov/legis/house\\_gop/members/parry.htm](http://www.maine.gov/legis/house_gop/members/parry.htm)

E-mail: [RepWayne.Parry@legislature.maine.gov](mailto:RepWayne.Parry@legislature.maine.gov)

**REPRESENTATIVE TO THE STATE LEGISLATURE (District 141)**

Paul E. Bennett

Mailing Address:

6 Woodside Drive  
Kennebunk, ME 04043  
Phone: 985-6269(h), 502-2926(c)

E-mail: [bennettco2000@hotmail.com](mailto:bennettco2000@hotmail.com)

Capitol Address:

House of Representatives  
2 State House Station  
Augusta, ME 04333-0002  
Phone: 287-1440 (voice)  
287-4469 (TTY)

Toll-Free Message Center: 1-800-423-2900

Legislative Website: [www.maine.gov/legis/house\\_gop/members/bennett.htm](http://www.maine.gov/legis/house_gop/members/bennett.htm)

E-mail: [RepPaul.Bennett@legislature.maine.gov](mailto:RepPaul.Bennett@legislature.maine.gov)

## **APPOINTED OFFICIALS**

**TOWN MANAGER, TAX COLLECTOR** – Barry A. Tibbetts  
Kathleen A. Nolette, Administrative Assistant

**SUPERINTENDENT – RSU #21**  
Andrew R. Dolloff

### **KENNEBUNK FREE LIBRARY**

Jill E. LeMay, Director (Mar. – )  
Janet D. Cate, Acting Library Director (Jan. – Mar.)  
Officers: Andrew Golub, President  
Kate Moxham, Vice President  
Nicole Labbe-Trufant, Treasurer  
Paul Coughlin, Secretary

**HOMEHEALTH VISITING NURSES** (merged w/ SMMC Visiting Nurses in 2011)  
Elaine Brady, R.N., MHSA, Executive Director (Jan. – Sept.)  
Maryanna Arsenault, President & CEO (Dec. – )  
Officers: Scott D. Gardner, Chairman  
Judith T. Stone, Vice Chairman  
Anthony T. Plante, Treasurer  
Brenda Keene, Secretary

**TOWN CLERK** – Joanna M. Moran, CCM (elected)  
Merton T. Brown, Jr., Deputy Town Clerk (appointed)

### **FINANCE DIVISION**

Joel E. Downs, Finance Director, Treasurer, Deputy Tax Collector,  
General Assistance Administrator

#### *Finance/Tax Collector's Office/General Assistance*

Kris M. Fogg, Office Manager, General Assistance Administrator  
Deborah A. Johnson, Deputy Tax Collector  
Pamela D. Plummer, Deputy Tax Collector  
Karleen A. Fortin, Deputy Tax Collector  
Jeanne L. Brooks, Payroll Clerk/Dept. Public Services Secretary

#### *Tax Assessor's Office*

Daniel J. Robinson, Tax Assessor  
Megan B. Verlander, Assistant Tax Assessor  
Carol A. Doucette, Secretary

#### *Information Services*

Richard P. Boucher, Director of Information Services  
Jarrett C. Clarke, Computer Technician (Jan. – June)

## **COMMUNITY DEVELOPMENT DIVISION**

Caroline F. Segalla, Director

### *Community Development, Planning, Code Enforcement, Electrical*

Judith Bernstein, Town Planner

Paul A. Demers, Code Enforcement Officer

Brian K. Dobson, Assistant Code Enforcement Officer

James H. Nichols, Chief Electrical Inspector

William J. Clark, Alternate Electrical Inspector

Beverly B. Staples, Secretary

## **PUBLIC SERVICES DIVISION**

Michael W. Claus, Director

### *Public Works/Parks Department*

Scott A. Wentworth, Operations Manager

Todd M. Toussaint, Working Foreman

Thomas L. Bragg, Mechanic

Timothy C. Searles, Equipment Operator

Kevin J. Renk, Equipment Operator

Robert A. Stone, Equipment Operator

Dale H. Searles, Equipment Operator

Stephen D. Nason, Equipment Operator

Michael R. Austin, Truck Driver

Matthew W. Cluff, Truck Driver (Nov. – )

Kevin S. Eastman, Parks Laborer/Truck Driver (Jan. – Oct.)

David B. Dewitt, Maintenance/Truck Driver

### *Recreation Department*

Brian L. Costello, Director

Tammy L. Legere, Assistant Director

Seth R. Oakes, Program Supervisor

Matthew B. Duplisea, Programmer/Teen Center Supervisor

Brianna L. Waterman, Secretary

## **FIRE DIVISION**

### *Command Staff*

Stephen W. Nichols, Sr., Chief/Town Fire Warden

Andrew B. Palmeri, Sr., EMS Director (Aug. – )

Andrew R. Turcotte, Deputy Chief/EMS Director (Jan. – Apr.)

### *Fire/Rescue Personnel*

Dana R. Ingham, District Chief (West Kennebunk Fire Company)  
William VanDeinse, District Chief (Central Station)  
Jay C. Everett, District Chief (Washington Hose Company)  
Wayne B. Mathews, Lieutenant  
Jay D. Byron, Lieutenant  
Karen M. Wheeler, Administrative Asst. /EMS Transfer Coordinator  
Lynne A. Bridges, Administrative Clerk (part-time)

### *Civil Emergency Preparedness*

Stephen W. Nichols, Sr., Director  
Richard G. Bohaker, Deputy

### *Health Officer*

Andrew B. Palmeri, Sr. (Aug. – )  
Andrew R. Turcotte, (Jan. – Apr.)

## **POLICE DIVISION**

### *Command Staff*

Robert F. MacKenzie, Chief  
Anthony J. Bean Burpee, Lieutenant  
Daniel Jones, Lieutenant

### *Supervisors*

Andrew J. Belisle, Sergeant  
Anthony J. Clukey, Sergeant  
Juliet M. Gilman, Sergeant  
Eric A. O'Brien, Sergeant  
Darrell P. Eaton, Sergeant

### *Patrol Officers*

David W. Jamieson, Detective  
Mark C. Carney, School Resource Officer  
Christopher M. Russell  
Joshua E. Morneau  
Michael E. Tucci  
Audra L. Presby  
Daniel P. Shaw  
Brittany E. Morin  
Matthew A. Harrington  
Jason M. McClure (May – )  
Troy A. Hetzer (June – )  
Jamie P. Lajoie (Jan. – Apr.)

*Police Personnel*

Joan L. Fox, Administrative Assistant/Court Officer  
Dennis R. Vincent, Admin. Customer Service Clerk (Oct. - )  
Judith E. Milligan (part-time), Admin. Customer Service Clerk (Oct. - )  
Rebecca S. Parker, Animal Control Officer (part-time)  
Christopher M. Russell, Constable  
Michael E. Tucci, Constable  
Daniel Jones, Constable  
Raymond S. Billings, Harbormaster (May - )  
James M. Nadeau, Harbormaster (Jan. - Apr.)

*Communications Dispatchers*

Kennebunk's Communications Center consolidated with Sanford's Regional Communications Center in October, 2011. We'd like to thank the following employees for their outstanding dispatching services to the Town of Kennebunk:

Dennis R. Vincent (2001- 2011)  
Wendy T. Morrison (2001-2011)  
Michael T. Foley (2007-2011)  
David Bovill (2007-2011)  
Thomas England, II (2008-2011)  
W. "Greg" Tinsman (2009-2011)  
Judith E. Milligan (part-time 2009-2011)

**SHELLFISH WARDEN** – Russell W. Brown

**TREE WARDEN** – Wayne C. Cutting

**TOWN HISTORIAN** – Kathy Ostrander-Roberts

**SEALER OF WEIGHTS AND MEASURES** – Kevin C. Bachi

## **BOARDS, COMMITTEES AND COMMISSIONS**

### **AFFORDABLE HOUSING COMMITTEE**

Jennifer Gordon, Chair

Brian T. Hutchins

Wayne E. Berry

Patrick A. LeTourneau, Alt.

Neil Higgins (May – )

Pauline Bremser (June – )

Richard A. Morin, Selectman Liaison

### **BOARD OF ASSESSMENT REVIEW**

Richard B. Smith, Chair

Caroline Parker

Melvin Uchenick

### **BUDGET BOARD**

Peter Marshall

Susan Davis

Larry Dwight

Ted Axelsen, Jr.

John Costin

Donald C. Burnham (Sept. – )

Charles L. Larson (Sept. – )

William A. Ward, Jr., Chair (Jan. – June) (elected to Board of Selectmen in June)

William A. Ward, Jr., Selectman Liaison (July – )

Kevin P. Donovan, Selectman Liaison (Jan. – July)

### **CABLE TV & VIDEO COMMITTEE**

Richard Boucher, Chair (Town Representative)

L. Blake Baldwin (Business Representative)

Lee Cote (Business Representative)

Hillary J. Massey (Resident Representative)

Julie Albert (Resident Representative)

Beth Keezer (RSU #21 Representative)

William A. Ward, Jr., Selectman Liaison (July – )

Robert J. Higgins, Selectman Liaison (Jan. – June)

## **COMMUNITY DEVELOPMENT BLOCK GRANT FAÇADE ADVISORY COMMITTEE**

Angus Macaulay (Economic Development Committee Representative)  
Robert B. Metcalf (Planning Board Representative)  
Frances B. Smith (Historic Preservation Commission Representative)  
Sal Gebbia (Downtown Committee Representative)  
Susan Bloomfield (West Kennebunk Village Committee Representative)  
Terrance M. Vaughan (West Kennebunk Village Committee Representative)  
Teri Collard (Resident Representative)  
James Fitzgerald (Chamber of Commerce Representative)  
Caroline F. Segalla, Community Development Director, Ex-Officio

## **COMMUNITY GARDEN COMMITTEE**

Richard J. Mere, Chair  
Sarah Downs  
Leslie Lindgren  
Mary Elizabeth Baker  
Annie Kennedy Phelps  
Kathleen Landrum  
Ernie Russo  
Leo Hallen (Sept. – )  
David H. Spofford, Selectman Liaison

## **CONSERVATION & OPEN SPACE PLANNING COMMISSION**

Alex Mendelsohn, Chair  
John S. White  
Linda Lyman  
Nicholas C. Branchina  
Jennifer Shack  
Ellen R. Wolf  
Holli R. Andrews (May – )  
David C. Smith, Associate Member  
Deborah A. Beal, Selectman Liaison

## **DOG ADVISORY COMMITTEE**

Linda Lyman, Chair  
Cathy Connors  
Deborah Pearson  
Donna Costello  
Ellen Fagan  
Gabriela Rodriguez



Robin Levangie  
Susan Hennessey  
Susan Stewart  
Sharon Bates (Oct. – )  
Stuart Flavin (Jan. – Sept.)  
Sgt. Andrew J. Belisle, Ex-Officio  
Rebecca S. Parker, Ex-Officio (Animal Control Officer)  
John H. Kotsonis, Selectman Liaison

#### **DOWNTOWN COMMITTEE**

Linda Johnson, Chair  
Sal Gebbia  
Kathleen Chapin  
Sylvia Cavanaugh  
Sarah Auer  
David Cluff (Alt. Jan. – March; Regular March – )  
Neil Higgins (Alt. May – Sept.; Regular Sept. – )  
Ahmed Ciangiulli, Alt. (Sept. – )  
Eliza Chappell, Alt. (Jan. – Sept.)  
Carol Hrehovcik (Jan. – March)  
Albert J. Searles, Selectman Liaison

#### **DOWNTOWN IMPLEMENTATION COMMITTEE**

Robert Georgitis, Chair  
Gary A. Dugas  
Angus Macaulay  
Charlie Galloway  
Daniel Bowen  
John Anderson  
Richard Bohaker

#### **ECONOMIC DEVELOPMENT COMMITTEE**

Marc Brunelle, Chair  
Robert Georgitis  
Gary A. Dugas  
J. Steve Hrehovcik  
Angus Macaulay  
Charlie Galloway  
Chris MacClinchy  
Virginia Brooks Griffith (Alt. Jan. – Sept.; Reg. Sept. – )  
John Daamen (Alt. Jan. – Sept.; Reg. Sept. – )

William Macdonald (Aug. – )  
L. Blake Baldwin (Sept. – )  
Heather Harris, Alt. (Oct. – )  
Jim Fitzgerald, Chamber of Commerce Representative (Oct. – )  
Kevin P. Donovan, Selectman Liaison

#### **ENERGY EFFICIENCY ADVISORY COMMITTEE**

Jennifer Niese (Co-Chair Sept. – )  
Sue Speers (Co-Chair Sept. – )  
S. “Sassy” Smallman (Chair Jan. – Sept.)  
Robert Wuerthner  
Stephen Thomas  
Stephanie Conzelman  
David C. Reece  
Dennis Andersen  
Jay Kilbourn (Jan. – June)  
Eric Lindstrom (Jan. – Nov.)  
Sharon Staz, Kennebunk Light & Power District Representative  
Deborah A. Beal, Selectman Liaison

#### **FAIR HEARING AUTHORITY**

Estelle W. Wellman  
Lawrence C. Brackley  
Brenda S. Robinson

#### **FESTIVAL COMMITTEE**

Jean Macaulay, Chair  
Stephanie M. Limmer  
Susan Plass (Sept. – )  
Nancy L. Galloway (Nov. – )  
John “Jack” Bates (Nov. – )  
Brenda S. Robinson (Dec. – )  
Amy Safford, Chair (Jan. – Sept.)  
Shelly M. Blaisdell (Jan. – May)  
Jennifer Seitz (Jan. – May)  
Tara Scopelliti (Jan. – April)  
Roxanne M. Sanford (Jan. – Feb.)  
Linda Johnson, Ex-Officio (Downtown Comm. Representative)  
Brian L. Costello, Ex-Officio (Recreation Dept. Representative)  
Albert J. Searles, Selectman Liaison

## **HISTORIC PRESERVATION COMMISSION**

Frances B. Smith, Chair

Maureen P. Raiter

Stephen F. Larrabee

Maureen Adams Weaver

Eliza Chappell (Alt. April – June; Regular June – )

Terry Philbrick, Alt. (Aug. – )

Holly R. Black (Jan. – June)

Katharine K. Hughes, Alt. (Jan. – June)

Deborah A. Beal, Selectman Liaison

## **HUMAN RESOURCE ADVISORY COMMITTEE**

MaryLou Kadlik

Kelly Wentworth (Jan. – June)

Paula Keeney (Jan. – Sept.)

## **KENNEBUNK DEVELOPMENT CORPORATION**

Robert Georgitis, Chair (Economic Development Comm. Representative)

Marc Brunelle (Economic Development Comm. Representative)

David Moravick (Finance Representative)

Durward Parkinson (Professional Services Representative)

Thomas D. Wellman (Business Representative)

Kristy Abraham (Business Representative)

John Sharood (Resident Representative)

James Fitzgerald (Chamber of Commerce Representative)

David H. Spofford (Board of Selectmen Representative)

Barry A. Tibbetts, Town Manager (non-voting)

## **KENNEBUNK RIVER COMMITTEE (Representing Kennebunk)**

Peter Hatch

Peter W. Donovan

Jack Jensen (Alt. Jan. – April; Regular April – )

Richard M. Roberts, Jr. (June – )

Joel Beck, Joint Member with Kennebunkport (June – )

David Parr (Jan. – April)

David H. Spofford, Selectman Liaison

## **LOWER VILLAGE COMMITTEE**

Jeffrey A. Bonney, Chair

Earl R. Freeman

Bonnie Clement

Peter A. Hanson  
Louis F. Costa  
Wendy Ross, Alt.  
Christy Reid, Alt. (Nov. – )  
Richard A. Morin, Selectman Liaison (June – )  
Robert J. Higgins, Selectman Liaison (Jan. – June)

#### **MOBIL STATION PROPERTY REVIEW COMMITTEE**

Robert B. Metcalf (Planning Board Representative)  
Chris MacClinchy (Economic Development Comm. Representative)  
David Cluff (Business Representative)  
Betty Golub (Business Representative)  
Terrance L. Beers (Resident Representative)  
Jeffrey H. Rowe (Resident Representative)  
John-Paul Haley-Read (Resident Representative)  
Arline M. Poisson (Resident Representative) (Jan. – Feb.)  
Caroline F. Segalla, (Ex-Officio) Community Development Director  
Robert J. Higgins, Selectman Liaison (Jan. – June)

#### **PLANNING BOARD**

Robert B. Metcalf, Chair  
Richard B. Smith  
David C. Smith  
Jonathan Whitehouse  
Peter Simonetta  
Chris MacClinchy, Alt.  
Theron Wentworth, Alt.  
William A. Ward, Jr., Selectman Liaison (June – )  
Richard A. Morin, Selectman Liaison (Jan. – June)

#### **RECREATION COMMITTEE**

Greg D. Searle, Chair  
Jonathan Whitehouse  
JoAnn Lapoint  
Lisa Mills  
Judith E. Milligan  
Jean Taylor-Kiley, Alt.  
Cynthia J. Furber, Alt.  
Olivia Hussey, Youth Representative  
Dylan Robinson, Youth Representative (March – )  
David H. Spofford, Selectman Liaison

**RSU 21 COST-SHARING REVIEW COMMITTEE**

Jeffrey Cole (At-large Member)

Richard B. Smith (At-large Member)

Kevin Knight (RSU 21/Kennebunk Representative)

**RSU 21 HIGH SCHOOL BUILDING COMMITTEE**

Douglas Stockbridge

**SHELLFISH COMMITTEE**

Philip K. Parker, Jr., Chair

John S. White

Jonathan LeBarge

Willis Merrill

Richard J. Mere

**SITE PLAN REVIEW BOARD**

Gary A. Dugas, Chair

Jeanne C. Dunn

Ralph L. Smith

Philip K. Parker, Jr.

Brenda S. Robinson

Louis F. Costa, Alt.

John H. Kotsonis, Selectman Liaison

**STREET LIGHT COMMITTEE**

Anthony W. Dater, Chair

Ronald E. Newton

Scott Negley

Michael S. Wentworth

Kevin P. Donovan, Selectman Liaison

**TREASURE CHEST MONITORING COMMITTEE**

Deborah Ann O'Brien

Susan Flynn

Roger W. Ellenberger

Helen L. Newton

Karen Paro

Mary W. Palmer

Sandra Molina (Jan. – April)

Geraldine Merriman (Jan. – Feb.)

Michael W. Claus (Director of Public Services Representative)

Patrick Corcoran (Corcoran Environmental Services Representative)

**TREE COMMITTEE**

Greg D. Searle, Chair

Wayne C. Cutting, Tree Warden

John Walker

Paul Cotton

Boyd A. Swenson

William A. Ward, Jr., Selectman Liaison (June – )

Robert J. Higgins, Selectman Liaison (Jan. – June)

**WEST KENNEBUNK VILLAGE COMMITTEE**

Barbara Weeman, Chair

Raymond Ingalls

Carol A. Whitten

Beverly B. Staples

Terrence M. Vaughan

Jassy Smith

Pauline Bremser (June – )

Susan Bloomfield (Jan. – June)

Albert J. Searles, Selectman Liaison

**ZONING BOARD OF APPEALS**

William Macdonald, Chair

Patricia Kolosowski

Douglas Gallagher

Steve Passerman

Jeffrey S. Martin-Zdunczyk

James W. Gardner, Alt.

Susan Driscoll, Alt.

## **REPORT OF THE BOARD OF SELECTMEN**

Greetings fellow Kennebunkers,

In the past year, the Board of Selectmen saw the departure of Bob Higgins and welcomed new member, Bill Ward. Bill quickly got up to speed and continues to progress as a Board member. As a whole, I feel we have a certain cohesiveness as a Board while still remaining seven individuals in our thinking. Together, as one unit, we have worked hard to insure the public's trust in that we operate under the outline of our Town Charter and State Law. We welcome the public's input and are appreciative when citizens come to speak with us; the public input, as well as the constructive criticism, is always welcome. We thank you all for your patience and your participation.

As I think we can all agree, the reopening of the Route One Bridge was the highlight of the year. Now I don't know about you, but during the first few weeks after the re-opening, I caught myself making the turn down Water Street only to find the temporary bridge closed. We endured much during this time as citizens but none so much as our business community in the downtown area. I thank them for their patience and, more importantly, for all the support shown to them by our citizens to help pull them through this period. The opening celebration on the bridge was well attended and I would like to thank David "Duffy" Cluff, of Duffy's Tavern & Grill, for sponsoring this event.

Earlier in the year, we were able to enjoy not only our annual May Day celebration but the re-establishment of "Old Home Week". Combined in the week-ending celebration was the official reopening of our downtown with a ribbon cutting ceremony in front of the "Plaza" and a day full of activities for all ages.

On a more serious note, last year we once again enjoyed a flat municipal budget. While this year brings a small increase after remaining steady for the last four years, we felt this increase was essential in continuing the level of service provided to the citizens of Kennebunk.

In August, our Town Manager, Barry Tibbetts, was honored with the Town Manager of the Year award. Not to be out done, our Fire Chief, Steve Nichols, was named Fire Chief of the Year at a ceremony in October. These two exemplify the dedication and outstanding service

provided by our public servants. As we gathered to congratulate each of them, I was, and we all should be, reminded of the fine group of people who work to make Kennebunk all that it is.

With the downtown enhancements completed, we began a reworking of the West Kennebunk Village area of our Town. That project is now almost complete, short of the final paving coat, which will occur next spring. The Lower Village project, which is a reconstruction along the lines of what was accomplished in the downtown area, was approved and will begin in the spring of 2012.

During the winter months, a temporary ice skating rink was located at the former Mobil Station lot on Main Street. This location was a near perfect Norman Rockwell setting and very well received by all.

Our Town Manager, along with his staff and the various economic development groups, worked and continue to work very hard to fill the empty storefronts we have in town. While it is easy to comment that this or that type of business should be brought in, the work to get them here is another matter. Please rest assured that this continues to be a top priority in Town Hall.

Before closing this report, it is appropriate to recognize all those citizens who offer freely of their time to staff the more than 30 different committees and boards. They do so much of the background work that keeps this Town moving forward. From the Dog Advisory Committee to the Planning Board, none really is more important than the other when we take into consideration the work they do to keep things running as smoothly as possible for the rest of us. There is always room for more volunteers, so please don't be shy.

Respectfully submitted,

Al Searles  
Chairman



*“Main Street Ice Skating Rink”*  
Photo courtesy of Barry Tibbetts



## **REPORT OF THE TOWN CLERK**

I would, first of all, like to welcome and congratulate Merton Brown as my full-time Deputy Town Clerk as he was hired in January. I also now have four people willing to share the part-time clerk/election hours which allows more flexibility for office coverage during the busy months. Thank you to Rebecca Beers, Donna Bergeon, Barbara Duffy and Karen Winton for all their help in the office. I would also like to thank my entire election staff for their hard work and dedication to the residents of Kennebunk who come out to vote in the elections.

Here are some of 2011 statistics and records that occurred in the office throughout the year:

- **71** New babies were born to residents of our Town
- **83** Couples tied the knot in matrimony
- (sadly) **136** of our Residents passed away
- **472** Hunting & Fishing Licenses were sold
- **20** Lodging Licenses were sold
- **86** Victualer Licenses were sold
- **31** New businesses were registered
- **10** Businesses applied for Special Amusement Permits
- **21** Businesses applied for Liquor Licenses
- **210** Passports were processed
- **1,685** Dogs were licensed
- **8,638** Registered voters (after a 2011 State purge)

I would like to end this year's report with an update from "The Committee" of volunteers formed to publish the vital records of Kennebunk.

"Under the auspices of the Town Clerk, a group of people have been working for five years to fill a dream of Ethelyn Marthia. It was her wish to publish the Vital Records of Kennebunk as part of its Bicentennial Celebration in 2020. At the end of 2011, the first draft, covering some 15,000 events had been recorded and the data is now in the 'proofing stage'. We wish to thank the town employees for their support and for responding to our requests for technical support."

Respectfully submitted,

Joanna M. Moran, CCM  
**Town Clerk**

## **REPORT OF THE TOWN MANAGER**

The year 2011 was a busy year that encompassed the consideration of numerous Town initiatives, projects coming to completion, ordinance updates/changes and preparation for the various exciting tasks coming up this year. The year heard many discussions of possible changes that brought forth diverse opinions.

Some of the initiatives this year dealt with parking issues in Lower Village, street parking on narrow roads, review of a performing arts center for the former Garden Street Market, regulating fireworks and safety, and distinguishing a “brand” for Kennebunk.

Several projects were brought to completion. The community accepted amendments to the Tax Increment Financing (TIF) districts of Lower Village and the Route One North area. The Town applied for five façade grants with local businesses to improve the aesthetic appearance of buildings within the greater downtown area. The Alfred Road reconstruction project was nearly completed with final adjustments to be made in the coming spring. The relocating of Fire/EMS and Police dispatch/communication services to Sanford’s regional hub finished in October. This unfortunately resulted in a manpower reduction of six employees; however, I am glad to report that all of the former employees have found full-time employment. The Mousam River riverbank restoration at 18 Oak Bluff Road was completed enabling a family to remain in their home. The enforcement of ‘no junkyards’ in residential areas was initiated with continual follow-up resulting in the clean up of the properties and the reduction of the total number of junkyards. The community amended 19 Town ordinances and several zoning changes. These ordinance changes were brought forth by residents, staff, boards/committees, and the Selectmen’s sub-committee on ordinances which resulted in many improvements.

The Town applied for a Maine Department of Transportation 50/50 grant (50% State and 50% Town funding) for local road reconstruction and received this award for the coming year. The Board of Selectmen set aside TIF monies to review and plan modifications to the Route One North Corridor. Discussions began about two possible Credit Enhancement TIF locations. The Museum in the Streets program was initiated, and staff worked with the local chamber of commerce in

developing a Kennebunk Mobile Application (App) for local businesses. This App was met with great success by our businesses and visitors.

The national economy had several ups and downs, but the Kennebunk economy was steady with progressive interest being found among new businesses and future residents. The value of Kennebunk's small town atmosphere, excellent services, solid financial position, and stable tax rate are all consistent factors that businesses and residents seek within a community.

In late October, the official opening of the Main Street bridge over the Mousam River was held. Mr. Karl Hooper, who retired from Marier's Men's Shop after 50+ years, was the Master of Ceremonies. Karl cut the ribbon signifying the opening of this gateway to downtown Kennebunk.

Without the 150+/- volunteers serving on our 25 boards and committees, the distinctiveness, charm, and friendliness of Kennebunk would not be as apparent. Our volunteers are extraordinary; they devote countless hours to the community and we thank them for their commitment. I also wish to thank my staff for their consistent dedication to the betterment of the community, without whom the Town would not "run" as smoothly. The Selectmen have worked diligently to ensure that the community maintains a balanced approach and forward thinking while preserving the unique characteristics of our community. Their leadership is very much appreciated by all. It has been a pleasure to serve the Board, staff, and community members during this past year.

Respectfully submitted,

Barry A. Tibbetts  
Town Manager



*"Master of Ceremonies, Karl Hooper Officially Opens the New Bridge"*

Photo courtesy of Kathy Nolette

## **FINANCE DIVISION**

**(includes Finance, Tax Collector, Tax Assessor,  
General Assistance, and Information Services)**

### **Report of the Finance Director**

Calendar year 2011 was a stable year for the Town. Property tax collections remained strong at a collection rate of 98.7%; excise taxes paid were 4.5% over budgeted amounts. These rates are at a four-year high.

The Tax Collector's office hours are Monday through Friday from 8:00 a.m. to 4:30 p.m. Our goal is to provide every resident and taxpayer the highest level of customer service while exploring ways to control and minimize costs. The Tax Collector's office assists taxpayers with their property taxes as well as their motor vehicle excise tax payments and registrations. Boats, snowmobiles and ATVs may be registered by our office, too. You may also purchase beach parking permits and bags and tags for the Town's Pay-As-You-Throw trash disposal program.

To save you time, most motor vehicles may be registered on-line by going to the Town's website: [www.kennebunkmaine.us](http://www.kennebunkmaine.us). Once there, click on the link to Rapid Renewal and follow the instructions to renew your current registration. You will need a checking account to renew on-line.

To avoid long lines at the Town Hall during the early summer months, beach parking permits are available after May 1<sup>st</sup> each year. Permits are required between June 15<sup>th</sup> and September 15<sup>th</sup> for parking at Gooch's Beach, Middle Beach and Mother's Beach. The fees collected defray the cost of keeping the beaches safe and clean during the busy summer months. Non-resident beach parking permits were also available at the Kennebunk-Kennebunkport Chamber of Commerce office and H.B. Provisions, both located in Lower Village. Our thanks to them for helping us sell these permits.

Another recommended time-saver is for property taxpayers to mail your property tax payments to us instead of standing in line at the Town Hall.

In addition to the duties outlined above, the Tax Collector's office staff is also the accounting staff, collecting and disbursing over \$32 million for the Town, School District, and County. Annually, the office processes

over 14,000 property tax payments and in excess of 11,000 motor vehicle registrations. In all, the office handles over 30,000 annual in-coming transactions.

We encourage you to review the Town's financial information for fiscal year 2010-11 included in this report. A full set of financial statements with the auditor's report is available upon request. Please call us at 985-2102 x 1606 with any questions you may have.

Information Services continues to manage over 140 computers and peripherals, and keeps over ten mission-critical software applications operating. Rich Boucher strives to keep viruses, spam and computer hackers from disrupting the flow of data for all of the Town's divisions and communications with the public. During the spring, Rich managed the installation of our new voice-over-IP phone system. We also started Web-streaming/video-on-demand of the Board of Selectmen, Planning Board and Site Plan Review Board meetings, as well as all of our budget meetings. Please go to [www.townhallstreams.com](http://www.townhallstreams.com) for a listing of our meetings.

After ten years of service, one of our deputy tax collectors, Pam Plummer, retired on December 31, 2011. We will miss Pam's energy and her can-do/will-do spirit. Pam and her husband Roger (who recently retired from the school district) may be seen around town or at their camp.

Our thanks to the Board of Selectmen, Budget Board, Town Manager, and all Town staff members for their assistance and support this past year.

Respectfully submitted,

Joel E. Downs  
**Finance Director**

**2011 ABATEMENTS  
FOR 2011 PERSONAL PROPERTY**

<u>ACCT.</u>	<u>NAME</u>	<u>AMOUNT</u>
1358	Bear Escavating	\$ 101.53
150	David & Brenda Bachant	91.52
6127	Direct Capital Corp.	60.06
6111	Kavanagh Photography	194.48
6128	Kennebunk Bookport	60.06
94	Kissin, Miriam	98.67
1197	Lavalette, Donald	40.04
6264	SMMC Primecare Family Practice	61.49
6263	SMMC Primecare Internal Medicine	61.49
5948	SMMC Primecare Pediatrics	194.48
404	US Bankcorp Equip Finance	612.04

**2011 OUTSTANDING TAX LIENS  
AS OF DECEMBER 31, 2011**

<u>ACCT.</u>	<u>NAME</u>	<u>AMOUNT</u>
7293	Auspicious Beginnings LLC	\$ 563.78
398	Backstrom, Anna C & Curt G	451.44
1656	Baum, Kathleen	3,889.35
3145	Baum, Kathleen L	1,090.21 *
3359	Berry Builders Inc. & Berry, Wayne	1,477.83
4429	Boston & Maine Railroad	105.39
4430	Boston & Maine Railroad	556.55
2374	Brown, Aaron J & Rose	3,562.06
2350	Burdick, J Lindsey Revocable Trust	2,746.40
5491	Burr, Kenneth G III & Lorraine	3,641.16
2939	Chanonhouse, Marcus W	1,074.10
2263	Church, Gregory S & Susan T	2,303.63
7002	Cook, Lisa	1,274.06
3115	Cook, Mark E	1,626.44

<u>ACCT.</u>	<u>NAME</u>	<u>AMOUNT</u>
2179	Coyne, Bruce W	\$ 2,439.98
3322	Coyne, Bruce W	91.27
6511	Desautels, Jamie & Aaron	8.00
2927	Designers Corner, Inc.	23,559.74 *
2609	Ellenberger, Roger W & Cheryl R	5,698.76
3301	Ellenberger, Roger W & Cheryl R	1,477.83
3397	Ellenberger, Roger W & Cheryl R	2,446.12
350	Everett, Carol C	2,224.39
858	Fenderson, Lisa	916.23
68	Goodson, James A & Bonnie L	1,552.90
7259	Harris, James T	1,295.45
23	Haskell, Carl	2,070.37
3062	Hutchins, Dorothy E Hrs or Devs	1,090.21 *
6223	Jacobsen, Mark	1,030.46
7126	Jacobsen, Mark C	875.71
6181	Jacobsen, Mathew C	1,084.07
2911	Jones, Melvin A	1,794.97
5495	Kerrigan, Teresa & David	2,761.72
7292	Kroyer, LLC	1,134.64
3429	Mains, Wendy K	1,428.79
4683	Malings Welding Service Inc.	4,319.88
2788	Mcintire, Larry W	3,723.89
6404	Meier, Hans R	1,182.13
1255	Midgley, Dale W & Claudette F	2,210.17
102	Milliard, Leo & Robin Ann	2,363.38
77	Morison, Helen Joy	3,972.09
3753	Murphy, Shawn A & Christine L	2,654.48
7265	Murphy-Haskell Properties LLC	8,807.05
5254	Mutino, Peter A & Susan L	4,368.00
2253	Newman, Robert K	10,554.00
1144	Nielsen, Lane T & Kathryn F	5,093.05
3410	Norton, Jonathan L	1,948.63
161	Owens, Brenda J	1,047.39
6140	Parker, Philip K & Caroline R	147.97
4167	Patterson, Steven	2,434.57
907	Robinson, Alice J	598.50

<u>ACCT.</u>	<u>NAME</u>	<u>AMOUNT</u>
690	Rothrock, Steven & Eileen	\$ 2,475.15
3193	Ruitenbergh, David R & Dawn A	33.60
4483	Scolaro, Christine M	1,068.75
4630	Scott, Ruth J	656.62
2902	Seadog Properties, LLC	18,741.33
3645	Stephenson, Henry D III	5,933.17
2990	Stevens, Elizabeth H Hrs or Devs	2,173.41
2991	Stevens, Elizabeth H Hrs or Devs	4,303.03
658	Swett, Charles F & Beverly A	2,380.23
2977	Thomas, Dora Frances, Hrs or Devs	377.29
641	Thomas, Dora Frances, Hrs or Devs	1,026.54
151	Toussaint, Jerry L	519.16
1299	Town of Kenn. (party in possession: McKay, S&P)	2,341.93
1779	Town of Kenn. (party in possession: Hanscom, H)	1,971.16
2590	Town of Kenn. (party in possession: Seckler, J)	4,368.90
3004	Town of Kenn. (party in possession: Reidson Corp.)	8,545.41
3396	Town of Kenn. (party in possession: Gibson, L)	2,816.87
3427	Town of Kenn. (party in possession: Wyman, D)	1,364.45
3430	Town of Kenn. (party in possession: Weiss, R&V)	1,620.32
5746	Town of Kenn. (party in possession: Reidson Corp.)	1,949.72
4271	Unknown Owner	1,114.72
4465	Unknown Owner	3,278.04
7317	Unknown Owner	656.62
3781	Veritas Capital LLC	161.03
554	Ward, Mary L	24,523.46
3593	Web Revocable Trust	1,892.72 *
509	Wentworth, Cathleen A	4,352.04
3160	Wentworth, Michael S & Brown, Kathleen	115.79
2959	Williamson, Mark S & Lucinda	1,779.66
453	Wilson, Sheryl D Talmage	1,690.25

\* Taxes paid in full by 4/6/12



## **Report of the Tax Assessor**

The Tax Assessor's Office reviews and analyzes property transactions on a monthly basis to determine how the most recent assessments compare to their sale prices. Our most recent analysis period stretched from April 1, 2010 to March 31, 2011 and yielded the following results:

- Total Arm's Length Sales: 173
- Overall median assessment to sale ratio: 88%
- Single family median sale ratio: 85%
- Condominium median sale ratio: 89%
- Coefficient of Dispersion (COD measures assessment equity): 14.98

Overall, our assessment performance is well within the requirements of the State of Maine guidelines (over 70% assessment ratio and under 20 Quality Rating). We also test our analysis results against the standards set forth by the International Association of Assessing Officers (assessments generally between 90 and 110% and a COD of under 20). We will continue to monitor the sales and make adjustments as necessary.

The Town tax maps will be updated on a monthly basis beginning in June, 2012. Please visit our webpage at [www.kennebunkmaine.us](http://www.kennebunkmaine.us) and check the tax maps section!

### **Reminder:**

1. Forms for the State of Maine Property Tax and Rent Refund "Circuit Breaker" Program are no longer available through the Assessor's Office. Applications and instructions may be downloaded at [www.maine.gov/revenue/forms/homepage.html](http://www.maine.gov/revenue/forms/homepage.html)
2. By April 1<sup>st</sup> of any given year:
  - All veterans and unmarried veterans' widows should file for exemption if:
    - 1) 62 years old before April 1<sup>st</sup> (widows claim veteran's age)
    - 2) A property owner and primary resident in Kennebunk
    - 3) Other than dishonorable discharge, having served during a recognized war period
  - All resident taxpayers wishing to receive the Homestead Exemption must apply by this date. If you already receive this exemption, you are not required to reapply.

- 1) Must be legal resident of the State of Maine (registered voter, Maine driver's license, motor vehicle excise tax paid in Kennebunk, etc.)
  - 2) Must have owned a homestead in Maine for the last 12 months
  - 3) Must declare Kennebunk homestead as permanent place of residence
  - 4) Should your permanent residence change, you must notify our office in writing
3. By May 1<sup>st</sup> of any given year:
- All commercial and industrial firms should file a listing of personal property by this date.

If we can be of any assistance, please feel free to contact our office. We look forwarding to serving you.

Respectfully submitted,

Daniel Robinson, CMA  
**Tax Assessor**



*"May Day Parade ~ Little League Opening Day"*  
Photo courtesy of Joel Downs

## **Report from the General Assistance Office**

The General Assistance Office processed fewer applications this year than in 2010. The numbers are encouraging and indicate that the economy is gradually recovering. In 2011, Kennebunk residents were assisted by Katharine, our compassionate General Assistance Administrator. Katharine worked hard to resolve clients' immediate and critical needs. In addition, she provided thorough case management services. We are proud to serve our residents with this dedicated professional. Katharine is employed by People's Regional Opportunity Program (PROP), a non-profit organization.

The role of the General Assistance office has not changed in the last year. General Assistance is intended for people who are unable, not unwilling, to provide food, shelter, utilities, fuel, clothing, and certain other essential items for themselves and their families. The program provides specific amounts and types of aid for defined needs during a limited period of time. It is not a continuing "grant in aid" welfare program, as our aim is to prevent dependency.

We are a "safety net program" which provides for the immediate aid of persons who are unable to maintain the basic necessities for themselves or their families. All recipients must meet the state-mandated requirements to be eligible for assistance and they are responsible for meeting their own basic needs by any means available before applying for General Assistance. Once eligibility is established, the Department of Human Services reimburses the Town 50% of all General Assistance granted.

This year especially, we would like to thank our local community for their continued support of our Emergency Heating Assistance Fund. Many businesses and townspeople shared their good fortune. These generous contributions provide heat to so many families. Please keep the donations coming!

The General Assistance office partners with Kennebunkport to provide a monthly food distribution program at the Dorothy Stevens Community Center in West Kennebunk. We would like to thank our loyal volunteer Jim Goodson for all the help.

The Church Community Outreach Services, Inc. organization facilitates many valuable services to Kennebunk. They fund our daily food pantry

and provide vouchers for household and personal items. In addition, they finance their own heating fuel assistance program. We are very fortunate to have the continued support of this local organization.

Community Harvest, a local non-profit organization, provides many Kennebunk residents with food and financial assistance. We are grateful for their collaboration and support.

Annual Thanksgiving and Christmas food baskets are a labor of love for the hardworking Kennebunk Clergy Association volunteers. We would like to thank them for their dedicated service.

Christmas would not be the same without all of the generous offerings from local businesses, churches and residents. The Secret Santa organization makes certain that local children receive Christmas gifts. In addition, our seniors are remembered by the Elder Elves from the Senior Center at Lower Village. We appreciate the efforts made by all who give of themselves.

Gloria McBride and the Gift Box program, supplies gifts and cakes for Kennebunk children on their birthdays. We value her dedicated service to our community.

Next year, we will proudly continue to serve the residents of the Town of Kennebunk with all the available resources.

Respectfully submitted,

Kris M. Fogg  
**Office Manager**



## **POLICE DIVISION**

**(Includes Police, Communications  
and Harbormaster)**

### **Report of the Police Department**

#### ***Mission Statement***

***The members of the Kennebunk Police Department are committed to working in partnership with all citizens of our community in the delivery of police services, raising the quality of life for all. We promote dignity, respect, and a safe atmosphere by recognizing our responsibility to maintain order, fairly enforce laws and to protect individual rights.***

We, the members of the Kennebunk Police Department, very much appreciate the support received from our community over the past year. We are committed to working together with our citizens in order to provide the best police services possible.

In 2011, the Kennebunk Police Department encountered many challenging situations and critical incidents. The men and women of this agency met these challenges, grew from these experiences, and remain dedicated to our community and to our profession. The administration has placed an emphasis on training, professional development, and wellness to help better serve the community and the officers themselves.

In October, Kennebunk Public Safety said goodbye to our Communications Division. The Kennebunk Communications Center regionalized with the Sanford Regional Communications Center (SRCC) to provide emergency dispatching and call-taking for public safety services. When 911 is dialed or the non-emergency phone numbers for police, fire & rescue called, highly trained professional call-takers at SRCC answer the phones and, in turn, dispatch Kennebunk emergency services providers to where they need to go. For the past several years, SRCC answered Kennebunk 911 calls, transferred callers to the Kennebunk Communications Center where public safety dispatchers then dispatched emergency services providers. Now that SRCC answers 911 emergency calls and dispatches emergency personnel as well, this

process eliminates an extra step, thereby reducing public safety response times. The Kennebunk Police Department worked very closely with SRCC in order to ensure a seamless transfer when switching over. I am proud to report the transfer went extremely well. We continue to work very closely with SRCC to ensure dispatch services for Kennebunk continue to provide excellent care to all citizens.

In January, Detective Daniel Jones was promoted to the rank of Patrol Lieutenant in order to fill a vacancy created by the resignation of Russell French. Lieutenant Jones has been a member of the Kennebunk Police Department since 2008 when he was hired as a detective. Lieutenant Jones has a law enforcement career spanning 22 years. Prior to relocating to Kennebunk with his family, Lieutenant Jones had been serving as a Detective Sergeant with the St. Lucie Sheriff's Department in Fort Pierce, Florida. Also in January, Matthew Harrington was hired as a full-time officer after having served with our department since 2007 in a reserve officer and part-time animal control officer capacity. In June, Troy Hetzer was hired as a full-time officer after having relocated to Maine from Florida. Troy had served for five years as a deputy sheriff with the St. Lucie Sheriff's Department.

The Kennebunk Police Department urges citizens to call us should they see anything suspicious or feel as if something is out of place. Burglaries are on the rise throughout Maine and the country, and Kennebunk is not immune from such crimes. Many times, crimes are solved because residents see something that "just isn't right" and call the police department immediately. I have been told that citizens may sometimes be hesitant to call for a police response because they are concerned their call(s) may be erroneous in nature. Please know that department personnel would rather receive such calls only to find nothing has occurred than having not received a call only to discover later that a crime has been committed. As a reminder, our mission is to work together with citizens and this is one way in which we can do this.

In closing, and on behalf of the entire police department, I would like to sincerely thank all local, state and federal agencies with whom we have worked during the past year. I would also like to extend the department's appreciation and gratitude to the Board of Selectmen, Budget Board, Town Manager, Fire Rescue Department, Public Works personnel, and all other Town departments, boards and committees. Lastly, a big thank you goes to you, the citizens of this great community, for your continued support. I encourage anyone to contact me should

they have questions, concerns or suggestions regarding ways we can all work together in ensuring our community becomes safer.

Respectfully submitted,

Robert F. MacKenzie  
Chief of Police

## **POLICE STATISTICS – 2011**

### **ACCIDENTS**

Reportable Accidents:	295
Partial breakdown of reportable accidents:	
Fatalities	0
Pedestrian/Bicycle	6
Personal Injury	99
Non-Reportable Accidents:	140
Total Accidents	435

### **ARREST CASES**

Adult Arrests (age 18+)	243
Juvenile Arrests (age 17 and under)	61
Total Arrest Cases	304

### **CALLS FOR SERVICE \***

911 Misdeal	100
Abandoned Motor Vehicle	4
Alarm, Burglary	366
Alarm, Fire	126
Alarm, Hold-Up	1
Alarm, Panic/Duress	12

Alarm, System Trouble	4
Alarm, Test	121
Animal Complaint	605
Assault	16
Assist Citizen	475
Assist Other Agency	127
BOLO (be on lookout for)	74
Bomb Threat (engineers call)	2
Building /Area Check	1,678
Burglary (breaking & entering) Past	44
Burglary in Progress	2
Central Maine Power	4
Civil	34
Code Enforcement	0
Complaint/All Other	205
Computer Crimes	4
Concealed Weapons Permit	55
Court Ordered Check-In	145
Criminal Mischief - Vandalism	93
Criminal Threatening	25
Criminal Trespass	20
Death - Attended	4
Death - Unattended	2
Detective Call Out	0
Directions	71
Disorderly Conduct	3
Disturbance	182
Domestic Disturbance	67
Drinking In Public	4
Drug Offenses	9
E911 Hang-up Calls	88
E911, Mis-use	3
E911, Other Jurisdiction, including Turnpike	0
Emergency Management Agency	0
Escorts	49
Fire - Boat Rescue	0
Fire - Brush Pile	14
Fire - Chimney	7
Fire - CO Detector (commercial)	2
Fire - CO Detector (residential)	14
Fire - Electrical	6
Fire - HAZMAT Incident	0



Fire - Inspections	6
Fire - Mutual Aid	0
Fire - Other	85
Fire - Smoke/Odor Investigation	32
Fire - Structure	19
Fire - Unpermitted Burn	16
Fire - Vehicle	11
Fire - Furnace Problem	0
Fire - Water (flooded basement)	7
Fire - Wires Down/Arcing	28
Fire - Knox Box	60
Fire - Elevator Problem	1
Fire - Fluid Spill (gas, oil, etc.)	7
Fire - Grass - Open Field	3
Fire - Woods (forest, tree line)	0
Follow-up	692
Foot Patrol	832
Fraud	57
General Info	2
Harassment	71
Highway Call Out	60
Juvenile Summonses	32
Kennebunk, K'Port & Wells Water District	7
Kennebunk Light & Power District	44
Kennebunk Sewer District Calls	16
Liquor Law Violation	10
Loitering	6
Medical Emergency	1,694
Mental Illness	16
Message Delivery	13
Missing Person	45
Motor Vehicle Complaint-DTE - OUI - ATV	409
Motor Vehicle Disabled	163
Motor Vehicle Stop	4,583
Motor Vehicle Theft	5
Motor Vehicle/Vehicle Off Road	49
Outside Background Request	42
Paper Service, Other	80
Paper Service, Permit	17
Paper Service, PFH/PFA	46
Paper Service, Subpoena	36
Paper Service, Summons	19

Paper Service, Warrant	20
Parking Complaints	96
Patrol Checks	3,879
Personnel Complaints	12
Personnel Sick/Injury Complaint	120
Police Detail	58
Police Information	418
Property, Lost/Found	227
Prowler	0
PSAP Information	4
Recovered Stolen Property	0
Relay - Paperwork	13
Relay - Person	3
Robbery - 2 Unit Response	1
Sex Offender Check-In	3
Sex Offenses	3
Skateboard Complaints	0
Soliciting	4
Suicide, Attempt/Threat	31
Suspicious Activity (Person/Vehicle/Incident)	577
System Trouble	35
Telephone Harassment	37
Theft	148
Theft/Burglary from Motor Vehicle	29
Tobacco Violations	3
Town Ordinance	79
Traffic Control	267
Traffic Debris in Roadway	59
Violation Court Order	25
Weapons Violation	23
Welfare Check	128
Total Calls for Service	20,490

\* Arundel Fire/Rescue calls are incorporated into totals of fire calls. Categories may be different than in previous years due to the consolidation of the Kennebunk Dispatch Center into Sanford's Communications Center.

## **Report of the Harbormaster**

It's been ten months since I accepted the position of Harbormaster following the retirement of Jim Nadeau. During that time, I have come to see firsthand how Jim had greatly improved mooring placements, annual filing of registrants, and the waiting list system during his many years of dedicated service. While I know I have big shoes to fill, I hope Jim and others will rest assured that my 30 years of experience of working on the Kennebunk River will steer me in the right direction of continuing with the great groundwork Jim has laid down during his tenure in order to continue a smooth and enjoyable working harbor. I wish Jim the best, and hope he enjoys many great years of relaxed retirement.

The beginning of the boating season involved my top to bottom inspection, with the use of the Town-owned work barge, of approximately 30 of our 68 moorings. Most of the moorings inspected saw the major replacement of corroded mooring chains and shackles, as well as many other items. For this reason, it is important, as noted in the Town's Harbor Ordinance, that the Harbormaster perform biannual inspections in order to keep the Kennebunk River safe from the possibility of boats breaking free. The remainder of the moorings not inspected will be done so in the spring of 2012.

As the Kennebunk River Committee and I prepare for the dredging of the Kennebunk River in the near future, a change had to be made to recreational mooring fees. Due to the fact the Kennebunk River is a federally maintained water channel, there can no longer be two different fees for resident and non-resident recreational moorings. In order to be compliant with Army Corp standards, one fee for both resident and non-resident moorings has been established, which is a \$150.00 annual fee for everyone. This change was approved and voted on by the River Committee and both the Kennebunk and Kennebunkport Selectmen.

The Kennebunk River currently has a total of 68 moorings; 28 commercial and 48 recreational. Of these, two are Town-owned and made available for transient boaters at a fee of \$25.00 per night. As of preparation of this report, there are approximately 57 people on the waiting list, which involves a \$15.00 annual registration fee. Those interested in completing an application can download one from the Town of Kennebunk website. Revenue generated from mooring fees goes toward the maintenance and repairs for such things as the work barge and

harbormaster boat. The steel construction of the work barge is presently being sandblasted, repainted and refitted for many more years of service. The harbormaster boat, a 14 foot skiff, is in need of replacement, which hopefully will occur in the near future.

The 2011 boating season was a busy one. The fantastic weather brought out all forms of vessel traffic, including a new sport called paddle boarding. While this sport certainly offers a great workout and is enjoyable, it is often not easy maneuvering a craft in the strong tides of the river. It is highly recommended that paddle boarding riders please stay out of the center of the busy river channel in order to avoid sail and power boat traffic. This same recommendation also applies to the ever increasing kayak traffic. If riders must transit the busy sections of the river channel in a kayak or on a paddle board, they are asked to please stay to the right side of their direction of travel. If riders are in a group, they are asked to please stay in a single file formation. There have been many close collision calls involving large sail and power vessels with the smaller kayaks and paddle boards. All riders are asked to please be aware of surroundings at all times, and to let larger vessels pass.

As a reminder to large vessel operators, the Kennebunk River is designated as a "No Wake Zone" from the southern ends of each jetty at the mouth of the river to the northern most navigable point. Operators are responsible for any damages caused by their wake. All operators are asked to please be courteous to everyone on the river by going as slow as possible.

For convenience, the Kennebunk River does have a floating pump-out station, which is located on a mooring at the southern end of Doane's Wharf. This is a self-serve station that is self-explanatory with regard to its operation in order to empty vessel holding tanks. I encourage its use as this service is provided free of charge. Pump-out station users are reminded that it is unlawful to discharge raw sewage into the river.

As we all get ready for another busy boating season, I look forward to another one full of smooth and safe sailing along the river. Should anyone have questions or comments, please don't hesitate to contact me at 207.205.0991.

Respectfully submitted,

Raymond Billings  
**Harbormaster**

## FIRE DIVISION

(Includes Fire, Rescue/EMS and Civil Emergency Preparedness)

### Report of the Fire Department



#### *Mission Statement*

*The Men and Women of Kennebunk Fire Rescue, a combination department, are committed to providing fire prevention, community education, fire suppression, emergency medical care, natural & man-made disaster response to our community and its visitors through quality improvement, state-of-the-art equipment, proactive strategic planning, and sound resource management.*

The figures below reflect the call volume during for the past two years:

	<u>2010</u>	<u>2011</u>
Fires	96	78
Medical Assists	89	100
Hazardous Conditions	58	44
Service Calls	231	78
Fire Alarms	126	130
Good Intent/Special Incidents	52	68
Weather Related	<u>52</u>	<u>14</u>
	704	512

The year 2011 saw a decrease in call volume for the fire department. Service calls were down in 2011 due to a large spike in severe weather responses in 2010. We responded to 231 calls for fire services in 2010, most of which were directly related to the severe weather. Of the 78 fire service calls in 2011, only 22 were weather related. We were very fortunate that most of the severe weather that we experienced in previous years missed us in 2011.

Even though we have experienced a drop in calls for service in 2011, we remain ever vigilant. It is important that we, as a public safety agency, be prepared for such emergencies whenever they may arise. It is equally important that we prepare ourselves as citizens and homeowners for the event of natural or manmade disasters. FEMA's website ([www.ready.gov](http://www.ready.gov)) is an excellent resource offering helpful tips on how to prepare for every type of disaster. Feel free to contact our office to discuss any safety concerns you may have.

Every year, it is my privilege to serve the Town of Kennebunk as your Chief. I am continually rewarded by helping those in need and working toward our goal of making everyone safer with education, safety inspections and fire prevention. The department remains available to do fire and life safety inspections of your business and home. If you would like an inspection, please call the office to set up an appointment. I would ask anyone who is interested in assisting us in our efforts and wishes to be part of such a great organization to come in and talk with us and pick up an application.

I want to thank the Town Manager, Board of Selectmen, Budget Board, and the citizens of Kennebunk for their support this past year. I would also like to thank the entire staff of the Town Hall, as well as the Police, Public Works, and Recreation departments for their help and continued support.

I am very thankful for our dedicated Fire Rescue personnel. The time they spend on special projects, responding to calls for service, and the many hours maintaining their training levels speaks volumes of their commitment. The families of these individuals and the citizens of this community should be extremely proud of the service they provide. My very special thanks and appreciation goes out to the families of our dedicated team. Their support of family members who dedicate so much of their free time to their department and who are frequently away from home is invaluable.

The Fire and Rescue offices are occupied from 8:00 a.m. to 4:30 p.m. Monday through Friday unless we are out on emergencies or inspections. Please feel free to stop by the office or call 985-2102 x 1340 if you have any fire or rescue questions or concerns.

Respectfully submitted,

Stephen W. Nichols, Sr.  
**Chief of Fire & Rescue/EMS**



*"New Tank Truck at  
West Kennebunk Fire Station"*  
Photo courtesy of Chief Nichols

## **Report of the Fire Rescue/Emergency Medical Services Department**

Kennebunk Fire Rescue values the citizens of Kennebunk and is pleased to play a role in meeting their needs in partnership with many other community organizations and agencies. We hope to continue to build on our past relationships, as well as establish new ones in the future. The personnel of the Kennebunk Fire Rescue continues to provide high quality EMS CPR training and compassionate care to the residents and guests of Kennebunk.

In the past year, we successfully received a grant for two AmeriCorps EMTs to assist with recruitment, retention and community education initiatives. Our personnel and our AmeriCorps staff provide many residents with blood pressure checks, blood glucose monitoring and health education, which is an essential link between patients and the medical community.

Every citizen should be proud of the example our personnel continue to set as clinicians, patient advocates and team members. We are also very proud of the personnel of the department who have obtained or updated their EMS certifications during the past year and continue to represent Kennebunk Fire Rescue as an agency committed to excellence. Those members include: Wayne Mathews, Dana Ingham, Taylor Richardson, James Farrenkopf, Kelsey Shields and Frank Lee.

We continue to play a major role in the enhancement of the EMS system at the regional and state levels from both an operational and educational standpoint. We constantly look for ways to strengthen our strategic partnerships with surrounding Fire Rescue Services and other first response agencies. Additionally, we have reached out to our local health care facilities with initiatives to expand and improve the quality emergency and non-emergency work they have come to expect from us and to reduce overall operating costs.

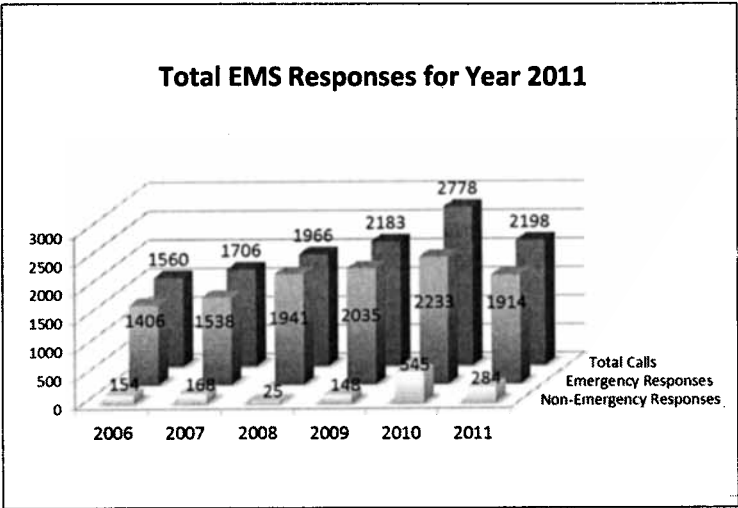
Kennebunk Fire Rescue took delivery of a new ambulance in December. Rescue 2 is a 2011 Ford E-series chassis with a "re-mounted" ambulance body. Re-mounting represents a major cost savings to the taxpayers of the community when compared with purchasing a totally new ambulance. We also took delivery of a new, state-of-the-art LifePak-15 Cardiac Monitor so we can continue to offer cutting edge treatments and care and have made many other equipment upgrades and improvements.

In the upcoming year, we will continue to work closely with local health facilities, area hospitals, Police and Public Services Departments, Emergency Management Agencies, Dispatch Centers, AmeriCorps, Maine EMS, Southern Maine EMS and the Maine Department of Public Safety. Our goal is to continue to offer state-of-the-art emergency medical services to residents and visitors of Kennebunk.

Our call statistics for 2011 represents the first reduction in EMS call volume in the history of Kennebunk Fire Rescue. This was attributed to an unusual spike in call volume for 2010 due to patient specific transport needs which no longer require our service. When taking in the context of the last five years, the call volume for 2011 has returned to normal levels and has actually increased compared to 2009.

I am confident you will be proud of Kennebunk Fire Rescue and the strides we are currently making in every aspect of the organization, from technology to communications, to impressive upgrades to our medical protocols and patient care capabilities.

Respectfully submitted,  
  
Andrew B. Palmeri, Sr.  
**EMS Director**





**PUBLIC SERVICES DIVISION**  
**(includes Public Works, Parks, and Recreation)**

**Report of the Public Services Director**

The winter of early 2011 lasted well into mud season with February snow, March black ice and a round of plowing on April 1<sup>st</sup>. The crew put the winter gear away after that and quickly went to work on spring clean up. Russ Brown was back painting crosswalks as soon as our street sweeper could get through town. Dayton Sand and Gravel was out early milling Main Street and then repaving downtown. Add in new banners, flags, colored bark mulch medians and flowers and the new streetscape on Main Street was very impressive.

Our Public Services crew was quickly on to other projects, as an outdoor stage was constructed for Summer Shakespeare in the Park, the Community Gardens were readied for planting and the connector trail from the Kennebunk Elementary School to the Eastern Trail was built to get ready for the Eastern Trail Turnpike Bridge Opening. Following up the floods of 2009, our crew extended underground drainage pipe west on Alfred Road to the Goodwins Court area where some of the worst flooding occurred. As soon as that work was completed, we moved on to the eastern end of Alfred Road to start reconstruction of the West Kennebunk Village area. New pipes and drainage structures were installed throughout the village area to alleviate sidewalk and homeowner flooding problems that were a constant occurrence in the past. Brex Corp worked on the deep drainage structures adjacent to the gas pipeline while our Kennebunk crew worked on each side of them. After the drainage work was complete Gorham Sand and Gravel reconstructed the entire section of road with new curb and sidewalk. Road and sidewalk surfaces were base paved for the winter and the project received good reviews from the neighbors.

Construction work continued on into the fall with sidewalk and bike lane base box cut construction on Port Road from Evergreen Cemetery past Canterbury Circle. The remainder of the sidewalk and road work will be coordinated with Kennebunk, Kennebunkport & Wells Water District in 2012 and their planned water main replacement project on Port Road. The two island medians at the Maine Turnpike entrances on Route 35 were loamed for spring plantings and the crew planted about 1,000 tulip bulbs in Rotary Park for flowers to bloom in the spring. Paving projects moved along as Cat Mousam Road was shimmed from the turnpike

bridge to Coventry Woods. A section of Longwood Drive was reconstructed with cement reinforced base soil, and the sidewalk on Western Avenue was overlaid from Gooch's Creek bridge to Cooper's Corner. Lastly, the crew built an ice rink on Main Street for all to enjoy.

Respectfully submitted,

Michael W. Claus  
Public Services Director

## **Report of the Recreation Department**

This past year saw the department register more participants than any previous year with the revenues from this bringing in 18% more than the previous year. The Recreation division of our budget continues to be funded by approximately eighty percent through program revenues. None of this would be possible without the dedicated, hardworking full and part-time staff members. One of the most exciting changes this year was the addition of our new website which allowed the community to view all of our programs and register for them on line. We were pleased to see that at the end of the year we had over 1,400 families that had set up an account on our website.

The department continues to strive for excellence in planning and implementing our numerous programs and special events. We appreciate the recognition and thanks that we receive within the community as well as outside the community that came from our ever-growing program offerings. We strongly believe that recreation is all about giving families and friends a chance to come together and have fun. It goes without saying that these events and programs would not be possible without the generosity and dedication of the many staff, community volunteers and area business donations. From the Halloween Party to the Valentine's Dance and preschool through fifty-plus adult programming, we work diligently to offer something for everyone.

Throughout the year we continue to operate our buses while transporting children through senior citizens on half and full-day trips throughout the school year and summer. Most days of the summer you will find all three of our buses on the road at the same time. We also utilize these buses by providing full and half day trips when school is closed, including daily trips during vacation weeks.

The Youth/Teen Community Center held its Grand Opening on Halloween night with over one hundred and thirty teens participating. Through the generous donations provided by surrounding businesses, teens enjoyed free snacks, pizza, soda, raffles and much more. Nightly, the Center averages approximately thirty to forty teens with over forty on Friday nights. The staff continues to focus on getting more teens involved in programming and event decisions with our Teen Focus Group which meets once a month. The Center now has a Facebook page and a website to help the community, teens and parents receive information about the Teen Center's activities. In the spring, the Center held the 1<sup>st</sup> Annual Pizza Showdown of the Kennebunks which was a competition between local pizza restaurants to determine who has the best pizza in the Kennebunk area. This season we worked hard on locating new equipment while adding a soda and candy machine.

We continue to oversee the scheduling and maintenance on the heavily utilized Youth/Teen Community Center, Dorothy Stevens Community Center, and Town Hall Auditorium. The Dorothy Stevens Community Center is occupied approximately 185 days per year, the Auditorium is used over 260 days per year, and the Youth/Teen Center is open or used approximately 240 days per year.

For the third year, we continued be in charge of the lifeguards and to watch over the safety of our beaches and those that enjoy them.

In closing, we would like to express our sincere gratitude to the Department's committee members, full and part-time staff and the many volunteers. We would also like to thank the Town Manager, Board of Selectmen, Town Division Directors and their staff; Public Works, Police, Fire and Rescue Departments; RSU 21; the Kennebunk Light and Power, Sewer, and Water Districts; as well as the businesses whose generous contributions help defray the cost of the programs and events we offer throughout the year. The success of this Department would not be possible without your support.

As always, we welcome any suggestions you might have that would better enable this Department to meet our community's recreational needs.

Respectfully submitted,

Brian L. Costello  
Recreation Director

## **COMMUNITY DEVELOPMENT DIVISION**

**(includes Community Development, Planning,  
Code Enforcement and Electrical)**

### **Report of the Community Development Director**

The year 2011 was another very busy, productive and exciting year based on the efforts and initiatives of your Community Development, Planning and Codes Office. Staff continued to provide assistance to several Town committees and boards which include: Staff Review, Site Plan Review Board, Zoning Board of Appeals, Planning Board, Economic Development Committee, Historic Preservation Commission, Conservation and Open Space Planning Commission, Tree Committee and the Downtown, Lower Village and West Kennebunk Village Committees. Regular attendance of these meetings has allowed staff to better understand and support the needs of each group. Volunteers are the back-bone of our community, who are willing to share their time, talents, energy. We appreciate them immensely.

*Those who can, do. Those who can do more, volunteer. ~Author Unknown*

The Town submitted various grants, which included the following:

- Community for Maine's Future for the former Mobil site;
- Economic Development Grant Programs on behalf of Kennebunk Center for Dentistry, Corning, gymNation, Sunsiary, and the former Garage Art Project now known as The Hive;
- Public Infrastructure Grant for the Songbird Lane Subdivision located in West Kennebunk;
- Museum in the Streets;
- Maine Department of Conservation for the Bridle Path bridge project;
- Maine Community Foundation for a feasibility study to determine costs as well as support for a seasonal train stop; and
- Libra Foundation to assist Heartwood College of Art.

Staff has also been involved in many projects like: the West Kennebunk Alfred Road Enhancement Project, Lower Village Enhancement Project, Mousam River Bridge Replacement Project and re-use of the former Mobil property. Staff also administered and worked closely with seven for-profit and non-profit organizations primarily located in the downtown area, to complete exterior enhancements associated with 2010's Community Development Block Grant Façade Grant Program.

Tim Stentiford, of Deep Blue Creative, was hired as the consultant to spearhead a branding proposal. This led to the creation of a Branding Committee, which received input from various members of the residential, business, educational and non-profit sectors of the community.

Staff conducted presentations on the Maine Downtown Network Program. Various committee members, as well as the Town Manager and Selectmen, were very supportive of this program; therefore, staff participated in the application process.

Finally in 2011, the Town addressed various revisions to the existing Zoning Ordinance. The list of revisions can be found in the Town Planner's report.

Staff continues to improve processing times, efficiency, and accountability. Given this momentum, we will continue to be facilitators rather than impediments to development that is consistent with the Town's Comprehensive Plan and local and state regulations.

Collaboration and communication continues with the utility groups serving the Town focusing on the overall process relating to business expansions and relocations. We continue to work closely with the Chamber of Commerce when businesses are looking to expand or relocate in Kennebunk. This team approach has ensured we present a unified image, one which is supportive of the business community.

We continue to create mechanisms and procedures to enhance efficiency, fairness, and the delivery of information to ensure everyone is aware of what is happening in Town. One major task that staff started was the scanning of documents into laserfiche format as a way to reduce paper consumption and have information readily available in Map, Block and Lot format.

All in all, the Town's Community Development, Planning and Codes office had a very productive year and we anticipate renewed growth, development and investment in our community in 2012.

Respectfully submitted,

Caroline F. Segalla  
**Director of Community Development**

## **Report of the Town Planner**

In summary, 2011 project reviews included the following:

- 8 Single Family Lots
- 13 Shoreland Zone and Special Exception Applications
- 10 Zoning Amendments
- 1 Comprehensive Plan Amendment
- 1 Amendment to Subdivision Review Standards
- 6 Commercial Site Plans
- 5 Staff Review Projects

In addition, staff has provided technical assistance to the Planning Board, Downtown Committee, West Kennebunk Village Committee, Lower Village Committee, Historic Preservation Commission, Economic Development Committee as well as other Town committees regarding zoning amendment proposals and comprehensive plan implementation efforts as noted in the project listing tables accompanying this report.

The Town Planner also serves on several regional planning-related projects, including the following:

- Southern Maine Regional Planning Commission Exec. Board;
- The Central York County Connections Study - which is studying the possible improvement of transportation connections between central York County, Route One and the Maine Turnpike;
- The Mousam River Park and Canoe Access Project, a partnership of Maine Rivers group, the Mousam and Kennebunk Rivers Alliance, the NPS Rivers & Trails program and the Town - with the goal of creating a 3.1 acre riverfront park at Town- acquired land on Intervale Road. Plans for this park have received approval by both the Planning Board and the State DEP. Hopefully, construction of the park's walkway and boat ramp will occur this summer;
- Wells NERR Ecosystem Communication stakeholder group - which is investigating how to better communicate the value of our ecosystems; and
- Mobilize Maine - an Asset-Based approach to Regional Economic Development.

Respectfully submitted,

Judith Bernstein  
**Town Planner**

## Planning Board Subdivision Reviews

Subdivision Name	Applicant	Location	Nature of Request	Status
Sketch Plan Application Norway Savings Bank	Norway Savings Bank	66 Portland Rd.	Commercial Subdivision	Application withdrawn and changed to Site Plan Review
Bethesda House	Housing Partnership	Shape Dr.	Planning Board revisit of Parking Area Condition	Approved with no additional parking required
Terrace Green	Festigan Inc., George Hissong, Kurt Hissong	Alfred Rd.	Extension for filing of Performance Guarantee	Approved one year extension 06/27/11
Plan Revision Park St. School Apartments	Riverside Housing Associates	14 Park St.	Revision of Plan Notes to address Federal Funding Requirements	Approved 10/10/11
Sketch Plan Application of McNeil Family	Scott McNeil	Harriseckett Rd.	5 Lot Subdivision	Pending
Songbird Lane	Pauline Bremser	Holland Rd.	Extension of Plan Approval	Approved 2 six-month extensions to 10/25/12
Bethesda House	Housing Partnership	Shape Dr.	Discussion regarding Public Easement over Horn Crossing	Pending
Fiske Acres	John Robertsen & Elaine Jane Robertsen Trubig	40 Old Port Rd.	3 Lot Subdivision	Pending

## Planning Board Shoreland and Special Exception Applications

Name	Location	Nature of Request	Status
Tanya & Casey Pike	30 Cat Mousam Rd. (Map 054/Lot 031)	Expansion of home within Shoreland Zone	Site Walk held and Application Pending
Kenneth & Christine Paradis	5 Arundel Way (Map 098/Lot 002)	Dock and walkway in Resource Protection Zone	Approved
Phil and Deidre Spang	Off Cat Mousam Rd. (Map 015/Lot 044)	2,186 sq. ft. wetland fill to construct road with 2 stream crossings to access building site	Approved 04/25/11
Judith Nadeau	5 Shiplocks Ln. (Map 086/Lot 019)	1,456 sq. ft. wetland fill to provide for driveway access to site	Approved 03/28/11
Seagrass Lane, LLC	6 Seagrass Ln. (Map 098/Lot 006)	Request construction of common dock	Approved 05/23/11
Seagrass Lane, LLC	12 Seagrass Ln. (Map 098/Lot 014)	Request for extension of plan approval	Approved 3 one- year extensions to 08/23/14
Betsy Coughlan	11 Lord's Pt. (Map 097/Lot 047)	Request for extension of plan approval	Approved 1 year extension to 06/27/12
Caroline Gregoire & Matthew Cassar	199 Beach Ave. (Map 093/Lot 051)	Replacement of home within Resource Protection Zone	Approved 08/22/11
Martha Stone Martin	160 Port Rd. (Map 089/Lot 034)	Reconstruct home in Shoreland Zone 750 sq.ft. of Wetland Impact	Approved 06/27/11
Mousam River Park Boat Access Town of Kennebunk	Intervale Rd. (Map 050/Lot 001)	Walkway and boat ramp	Approved 09/12/11
Eric Christopher	3 Forest Hill Ln. (Map 091/Lot 050)	New home/driveway within Shoreland Zone	Approved 09/12/11
John & Dianna Roberts	17 Fairway Dr. (Map 094/Lot 049)	New home/driveway within Shoreland Zone 4,402 sq. ft. of wetland fill	Approved 12/12/11
Parker Development, LLC	Former Emmons Rd. west of tumpike (Map 030/Lot 092)	Construct road to access 2 building sites in Shoreland Zone (350 sq. ft. of wetland impact)	Approved 12/12/11



## **Comprehensive Plan, Zoning and other Ordinance Amendments**

Amendment to Planning Board Subdivision Review Standards: Article 12 – Performance Guarantee	Approved by Planning Board 02/14/11 (Town vote not needed)
Zoning Article 3, Section 1, and Article 8, Section 25, and Map Amendment – Portland Road Mixed Use Zone	Approved 06/14/11
Zoning Article 10, Section 9 – Off-Street Parking Exemptions (Lower Village)	Approved 06/14/11
Zoning Article 8, Section 2, and Zoning Article 8, Section 15.B – Permitted use in Branch Brook and Industrial District(s)	Approved 06/14/11
Zoning Article 10, Section 7, regarding Off-Premise Signs	Approved 06/14/11
Zoning Article 7, Section 4, and Article 10, Section 22, regarding Telecommunications Facilities	Approved 06/14/11
Zoning Article 2, Section 2, regarding definition of Elderly Congregate Housing	Approved 06/14/11
Zoning Article 11, Site Plan Review, Staff Review, Hearings and Performance Guarantee	Approved 06/14/11
Zoning Article 8, Section 7, to make West Kennebunk Village Residential & Village Residential Standards the same	Approved 11/08/11
Zoning Map Amendment to expand boundary of the West Kennebunk Village Residential District	Approved 11/08/11
Amendment to Comprehensive Plan to revise Land Use Plan Map	Approved 11/08/11
Amendment to Article 9, Open Space Subdivision Standards to add Density Bonus Provisions	Approved 11/08/11

## Site Plan Review Board Applications

Name	Applicant	Location	Nature of Request	Status
Ryan's Corner House	Joseph Ryan	17 Western Ave. Map 088/Lot 007	Amendment to address egress, ADA accessibility and parking	Approved 01/20/11
The Grand	Seagrass Resort Holdings, LLC	1 Chase Hill Rd. Map 088/Lot 025	Request extension to submit plans for Board signature	Approved 02/17/11
Estabrook's Farm & Greenhouses	Kbrook, LLC	97 York St. Map 062/Lot 013	Amendment to replace and upgrade existing greenhouses	Approved 03/17/11
Old Vines Wine Bar	Mike Farrell	173 Port Rd. Map 089/Lot 092	Amendment to create outdoor seating	Approved 03/17/11
Norway Savings Bank	Norway Savings Bank	Portland Rd. Map 038/Lots 001 & 003	Construct a new 3,880 sq. ft. retail bank	Approved 09/15/11
Maine Power Reliability Program	Central Maine Power	CMP Transmission Corridor Tax Maps/Lots 030/020, 003/083, 04/114, 011/001 & 11/016	Expansion of the existing Maguire Rd. substation & transmission line upgrades	Approved 12/22/11

## Staff Review Committee Applications

Name	Applicant	Location	Nature of Request	Status
Parking Plan for Harvey Lipman	Harvey Lipman	123 Port Rd. Map 089/Lot 064	Create Art Studio Gallery w/ parking	Approved 05/13/11
Amendment to The Grand	Sea Resort Holdings, LLC	1 Chase Hill Rd. Map 088/Lots 001-008	Change retail use on 2 <sup>nd</sup> floor to 9 inn rooms	Approved 08/30/11
Amendment to Tia's Topside f/k/a On Twelve	Sea Resort Holdings, LLC	12 Western Ave. Map 088/Lot 016	Minor site amendments i.e. dumpster, cooler, propane tank, walkway adjustment, gas fountain	Approved 08/30/11
Amendment to Batson River Corp.	Judith Hardenbrook	173 Port Rd. Map 089/Lot 092	Convert existing storage/studio building into residential use	Approved 10/04/11
Amendment to 11 Western Avenue	11 Western Avenue, LLC	11 Western Ave. Map 088/Lot 003	Convert first floor to all retail and residential space on upper floor	Approved 10/11/11

## **Report of the Code Enforcement Officer**

In 2011, the Town of Kennebunk experienced a good year of growth in construction, the majority being in the Lower Village and along oceanfront areas. Renovations and accessory structures continue to be strong areas of activity. Kennebunk continues to be insulated from some of the economic challenges facing the State.

Major commercial activity included the addition of several projects, most notably:

- The Grand, a 17-unit inn above two retail spaces; replaced the abandoned Haberdashery on Western Avenue;
- Biddeford Savings Bank was added to the frontage of the Shops at Longbank location; and
- Tia's Topside Restaurant in the Lower Village on Western Avenue.

A noticeable improvement to the Downtown area came in the form of facelifts to several storefronts including the renovation and occupancy of the Pythian Block.

The number of new housing starts was 21, down from 33 in 2010; several of these were replacement structures. Additionally, construction has started on an Avesta Housing project consisting of 30 new dwelling units in the former Park Street School. This involved the demolition of the rear portion of the building, preserving the historic character of the site.

Construction continues along Seagrass Lane as several former cottages are being converted into year-round homes. The amount of work in this area has been very visible as the property is uniquely surrounded by water on three sides.

The value of construction reported for 2011 was \$21,454,041 which generated revenue of \$310,416 from building permits. The combination of building, plumbing and electrical permits totaled \$346,154 resulting in a total of 957 permits issued through the Codes Office in 2011.

As a result of the State's adoption of the International Codes (MUBEC) as the "model code", several new codes caused the need for all code officials to receive training and certification in a total of eight additional

exams. Both local code officials, Assistant Code Enforcement Officer Brian Dobson and Code Enforcement Officer Paul Demers, have successfully completed the required list of exams.

One person that has remained consistent for all who interact with the Codes Office is Beverly Staples, who brings an endless supply of history to the office. Beverly is there to set up appointments and assist the public as they attempt to navigate a sometimes unfamiliar process. Beverly has the often impossible job of tracking permits and squeezing in those extra inspections to try to balance the time needs of those at the beginning of the process with those in the middle of a major construction project.

The Codes Office appreciates customers' patience, flexibility and lead time for appointments as we operate with reduced personnel. Our commitment is to continue to provide the very best level of service to every citizen.

The office continues the part-time services of Jim Nichols, Electrical Inspector, and William Clark, Assistant Electrical Inspector. Electrical inspections are scheduled by calling Jim at 967-4742. He requires a minimum of a 48-hour notice.

The Codes Office continues to provide *Counter Times/Drop-In Hours*, which are available without an appointment to answer general questions and to aid in permitting and code compliance. Regularly scheduled times are: Monday & Friday from 9:00-11:00 a.m. and Tuesday & Thursday from 2:00-4:00 p.m.

Respectfully submitted,

Paul A. Demers  
Code Enforcement Officer

## **REPORT OF THE TOWN HISTORIAN**

The year 2011 saw further improvements to the downtown. The Mousam River bridge construction was completed and the bridge opening ceremony took place on October 22<sup>nd</sup> with a large attendance. The temporary bridge was taken down and traffic once again flows easily across the Mousam River.

Earlier in the year, the Town of Kennebunk, through its Festival Committee, revitalized a century old tradition by bringing back Old Home Week which ran from July 4<sup>th</sup> through the 9<sup>th</sup> and featured a parade, farmers' market, musical performances, chicken barbeque, variety show and old fashioned lobster bake. It was promoted as a celebration of local history and culture, for gathering friends, family, acquaintances and summer guests. The event had not occurred in Kennebunk since 1907.

Kennebunk Lower Village changed its appearance when the old Hobbs-Gooch House was renovated on Western Avenue and turned into a new restaurant called Tia's Topside. Additionally, the Littlefield house which stood on the hill opposite HB Provisions (on the corner of Chase Hill and Western Avenue) was demolished. That structure is being replaced by a three-story hotel to be called "The Grand". These changes have been embraced by some and opposed by others.



**Littlefield House built in 1808**



**During demolition**

At the Brick Store Museum, a new director was appointed but only held the position for a short term. Additionally, this year we witnessed the loss of Marier's Men's Shop on Main Street, as owner Karl Hooper retired after 54 years in business.

In early November, the Board of Selectmen approved Town Manager Barry Tibbett's idea of bringing a winter skating rink to the former Mobil station lot on Main Street, which is awaiting development. By mid-December, the rink was completed due to a generous \$1,500 donation from Ron and Terry Cain which covered the Town's cost in setting up the rink. It has been a huge success and lends a bit of Norman Rockwell charm to our town.

I find it interesting that as small towns go, Kennebunk is like many others across the nation. Our citizens don't readily embrace change. In general, we don't always agree that progress should negate preservation, and as a rule, we find ourselves trying to preserve the town we knew in our youth. I hope that in moving forward we can find a balance between progress and preservation so that we will remain "that small town that everyone wants to visit" and still allows economic development.

Respectfully submitted,

Kathy Ostrander-Roberts  
**Town Historian**



*"Main Street Temporary Bridge over the Mousam River"*

Photo courtesy of Joel Downs

## **REPORT OF THE PLANNING BOARD**

The year 2011 focused on a number of zoning amendments to address goals and objectives set forth in the updated Comprehensive Plan, two zone change requests and several necessary updates to the existing zoning standards. We continued to see the effects of the economy as the number of applications reviewed by the Planning Board were limited to a few subdivisions with the most activity being Special Exception applications, amendments to previously approved subdivisions, as well as requests for extension of approval for a number of previously approved subdivisions. The list of applications can be found in the Town Planner's report.

One of the most significant changes in the zoning was for the expansion of the West Kennebunk Village district to expand the village growth area as established in the Comprehensive Plan and amend the zoning standards to be in conformance with the other village residential growth areas. The Board initiated the discussion about the zoning changes with the residents of West Kennebunk in 2010 with a series of public informational meetings to obtain their input and identify needs and/or issues to be addressed. Their participation in the process was invaluable to the final zoning amendments and zone designation. On behalf of the Board, I want to thank all of the residents who participated in the process.

The Board also embarked on the development of design standards for new development in our commercial zones. The focus of these guidelines/standards will be to establish the framework for how future development will look, including architectural character, landscaping/buffering, street image, with a focus on pedestrian friendly oriented design. While the Town has had the good fortune to have the recent major development in our business districts pay attention to detail and character, there remains a significant potential for new development and redevelopment of properties in our commercial districts along Portland Road and Route One South. The goal of the Planning Board is to have these design standards in-place before the end of 2012.

I want to take this opportunity to extend a special thank you to my fellow Board members for their untiring devotion to our responsibilities to the Town and to our Town Planner, our professional peer review consultants and legal counsel for their dedication and conviction to the planning process on behalf of the residents of Kennebunk. I also want to extend a



special thank you to all of the past members of the Planning Board that I have had the good fortune to have worked with over my tenure. It has been a pleasure to serve the residents of Kennebunk in the planning process to help manage our community's growth and retain as best as possible, the character, image and special place that Kennebunk is and will continue to be.

As always, I encourage you as residents to participate in the process when it involves a project impacting you or when long-term decisions regulating the Town's growth are being developed. The Planning Board meets on the second and fourth Mondays of the month at 7:00 p.m. on the third floor of Town Hall and is also broadcast on the local public information channel.

Respectfully submitted,

Robert B. Metcalf  
**Chairman**



*“Senior Housing under Construction at the Former Park Street School”*

Photo courtesy of Michael Claus

## **REPORT OF THE ZONING BOARD OF APPEALS**

The Zoning Board of Appeals meets on the third Monday of the month at 7:00 p.m. on the third floor of the Town Hall. Its purpose is to hear and decide administrative appeals, as well as requests for variances under the provisions of the Kennebunk Zoning Ordinance. During 2011, the Board met every month in which appeals were filed to hear such appeals and requests.

During 2011, William Macdonald remained as Chairman and Jeffrey Martin-Zdunczyk continued as Secretary.

The Board is assisted by the staff of a number of offices, including Code Enforcement, Planning, and Town Clerk, as well as the Town Attorney. In addition, Karen Winton provides excellent administrative support to the Board as Recording Secretary.

The services of the seven members of the Board are greatly appreciated.

Respectfully submitted,

William Macdonald  
Chairman



*“Opening of the Eastern Trail Bridge over the Turnpike”*  
Photo courtesy of James Bucar

## **REPORT OF THE SITE PLAN REVIEW BOARD**

The Site Plan Review Board reviews non-residential projects in accordance with the standards and criteria in the Kennebunk Zoning Ordinance. The following is a list of the projects reviewed by the Board in 2011.

- Amendment to address egress, ADA accessibility and parking at Ryan's Corner House, 17 Western Avenue, by Joseph Ryan – Approved 1/20/11
- Request time extension to submit plans for Board signature for The Grand, 1 Chase Hill Road, by Seagrass Resort Holdings, LLC – Approved 2/17/11
- Amendment to replace and upgrade existing greenhouses at Estabrook's Farm & Greenhouses, 97 York Street, by Kbrook LLC – Approved 3/17/11
- Amendment to create outdoor seating at Old Vines Wine Bar, 173 Port Road, by Mike Farrell – Approved 3/17/11
- Construct a new 3,880 square foot retail bank on Portland Road, by Norway Savings Bank – Approved 9/15/11
- Expansion of the existing Maguire Road substation and transmission line upgrade along the Central Maine Power Transmission corridor, by Central Maine Power, Maine Power Reliability Program – Approved 12/22/11

The Site Plan Review Board holds its regular meeting on the third Thursday of each month at 7:00 p.m. on the third floor of the Town Hall, with additional meetings scheduled as needed. The public is always welcome to attend. Our meetings are recorded and broadcast on Kennebunk's local cable channel.

The Board consists of five regular members and two alternate members. We currently have a full board, but anyone interested in serving on the Board in the future is encouraged to contact the Town Manager's office.

I wish to take this opportunity to thank each Board member for their time and effort this past year.

Respectfully submitted,

Gary Dugas  
**Chairman**

## **REPORT OF THE BOARD OF ASSESSMENT REVIEW**

The past year was a moderately quiet year for the Board of Assessment Review. There were seven applications requesting abatements for the April 1, 2010 assessment year. Two of the applications were withdrawn prior to their hearing, while the Board conducted hearings for the five remaining applications. In four of those cases, the Board upheld the Town's valuation and denied the applicant's abatement request.

Based on state law, the fifth application was judged to be suspended until the applicant's tax payments are brought current. The taxpayer will then be able to continue with their request for abatement.

The Board of Assessment Review is a three member board. I would like to thank both Caroline Parker and Mel Uchenick for serving on the Board this past year. The decisions by this Board are never easy and the thoughtful input and thorough discussion by the entire Board is critical in reaching sound decisions.

Respectfully submitted,

Richard B. Smith  
Chairman



*"Opening Day ~ Kennebunk Farmers' Market"*

Photo courtesy of Janet Weaver

## **REPORT OF THE ECONOMIC DEVELOPMENT COMMITTEE**

This year the Economic Development Committee (EDC) continued its work to support local businesses and facilitate long-range initiatives to enhance business opportunities in Kennebunk. At the outset of the year, the Committee produced a brochure and upgraded the content of its web page on the Town's website to increase its visibility. The EDC was supportive of the mobile app which was created in collaboration with the Kennebunk-Kennebunkport Chamber of Commerce for the benefit of all local businesses.

Members of the EDC continued the business ambassador program meeting with existing and prospective businesses to offer support and guidance with respect to available resources and contact with Town personnel. In addition to this outreach program, the EDC has now produced a database of available commercial property in Kennebunk which can be used as a tool for anyone interested in opening or expanding a business in town. This database is continually being updated as public information is released regarding the availability of land and buildings.

The Committee formulated a process to facilitate the allocation of Tax Increment Financing (TIF) funds among the villages and areas where TIFs have been designated. The EDC's role is simply to assist and aggregate the suggestions for capital improvements making this process an inclusive and transparent method of involving each related committee to have input into the final recommendation to be presented to the Board of Selectmen at budget time.

Lastly, but no less important, was the annual Business to Business (B2B) Workshop that was held at Duffy's Tavern & Grill in the Fall. The program was devoted to marketing a business using the latest social media trends. A panel of experts in their field interacted with the audience of some fifty people and demonstrated certain mobile technologies. The workshop was very engaging and helpful to new, as well as experienced, business owners in learning techniques and applications to reach customers in non-traditional ways.

Respectfully submitted,

Marc R. Brunelle  
**Chairman**

## REPORT OF THE HISTORIC PRESERVATION COMMISSION

The Historic Preservation Commission conducted fourteen meetings during 2011 reviewing 28 applications for various changes to the structures within the Historic District. The Commission bases its decisions on the *Kennebunk Historic Preservation Overlay District Design Guidelines* and *The Secretary of the Interior's Standards for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings*.

Two new members joined us this year, Eliza Chappell in May and Terry Philbrick in August. We also welcomed our new recording secretary, Fred Trexler in April. Sadly, we said goodbye to former members Holly Black and Katharine Hughes who ended their terms in June.

In May, the annual election of Offices was held. Frances Smith was nominated and unanimously elected to the Office of Chairman as was Maureen Weaver for the Office of Vice-Chairman.

Energy conservation with an emphasis on maintaining the historic appearance of the structure continued to be a concern for property owners. Exterior color, windows and period appropriate landscape were also recurring issues. The Town was also an active participant, getting Historic Preservation Commission approval for the Museum in the Streets program, landscaping of the traffic islands, sidewalk planters, granite curbing, and Christmas lighting for the Town Hall and Police Station.

The Commission meets on the second and fourth Monday of each month at 7:30 p.m. on the third floor of the Town Hall.

I would like to thank my fellow board members for their tireless efforts this past year, and would like to extend an invitation to anyone with an interest in preserving the Historic aspect of Kennebunk to join us.

Respectfully submitted,

Frances B. Smith  
**Chairman**

## **REPORT OF THE CONSERVATION AND OPEN SPACE PLANNING COMMISSION**

In its purely advisory role, the Kennebunk Conservation and Open Space Planning Commission focused on natural resource preservation and planning in 2011, making recommendations to Town boards, the Town Manager, officers, and committees.

Commission members also endorsed the work of the Mousam and Kennebunk Rivers Alliance, which works in conjunction with Wells Reserve and the Maine Rivers organization to measure water quality, improve fish and wildlife habitat, and enhance recreational resources on our two major rivers. For its part, the Maine Department of Environmental Protection provides test equipment and protocol expertise in exchange for sharing of water quality test data.

Keeping in mind forthcoming Federal Energy Regulatory Commission review of dam re-licensing on the Mousam River, the Commission met with the Kennebunk Light and Power District to discuss the lack of fish passage, the lack of natural free-flowing stretches of river in the lower watershed, and the absence of the complete diadromous fish community on the river. We also discussed ways to implement fish passage around the dams, as well as the possible removal of the obsolete dams on the lower Mousam River.

Several commission members continue to sample water under the auspices of the Maine Healthy Beaches Program. On a weekly basis during the summer, Commission volunteers monitor water quality on Kennebunk's beaches to safeguard this important natural resource.

Volunteer members also participate in a phytoplankton identification program organized by the Maine Department of Marine Resources (DMR). Ocean water is sampled weekly during the summer months, phytoplankton is identified microscopically, and results are reported to DMR.

The physical shape of the sand profile on Gooch's Beach and Middle Beach is also monitored once a month year-round as part of the Maine Sea Grant Extension group and the Maine Geological Survey.

In 2011, the Commission hosted two public forums on pesticide management and low-maintenance lawn care. Favoring the Wingspread

Statement Precautionary Principle, Commission members continue to craft a suitable policy for the use of pesticides on Town-owned land. This is viewed as a vital first step in a broader pesticide management program for Kennebunk.

The Commission formed a sub-committee to discover what other towns have established as policies or ordinances prohibiting the use of pesticides and herbicides. The subcommittee presented its preliminary findings to the Town Manager and the head of the Kennebunk Department of Public Works.

As an ongoing program, the Commission focused on vernal pool identification. Maine law continues to protect significant vernal pools, as well as surrounding upland habitat within 250 feet of the pools. The Commission's effort to locate and inspect pools is hindered by the fact that wood frog and salamander indicator species use the pools for breeding during only a few short weeks each spring. As such, property owners can participate in this program by requesting that Kennebunk Conservation and Open Space Planning Commission members inspect pools on their property between the end of March and middle of May.

The Commission continues to work with the Town Planner's office to obtain grants for funding a pedestrian bridge over the wetlands along the old trolley trail east of Route 9.

Finally, as in past years, Commission members continue to attend community-oriented conferences and diligently review development plans as they make recommendations to Selectmen, the Town Planner, the Planning Board, the Site Plan Review Board, and other committees.

Respectfully submitted,

Alex Mendelsohn  
**Chairman**



## **REPORT OF THE SHELLFISH COMMITTEE**

During the past year, our shellfish beds continued to be closed to harvesting. The federal water quality dilution standards have been increased and we cannot put enough water down the Mousam River over the flats. The Kennebunk Sewer District discharges treated waste into the river. The waste flows seaward and is affected by the tides. We are now working with the Maine Department of Marine Resources to improve clamming at Libby's Cove and Strawberry Island.

I would like to thank the following members for their service to the community: R.J. Mere, John White, Jonathan LeBarge, Willis Merrill, Barbara Storer (Recording Secretary), and Russell Brown (Shellfish Warden).

The Shellfish Committee meets *as needed* on the last Tuesday of each month at 7:00 p.m. on the third floor of the Town Hall. All interested residents are welcome to attend.

Respectfully submitted,

Philip K. Parker, Jr.  
**Chairman**



*"Tidal Estuary at Parsons Beach"*  
Photo courtesy of Michael Claus

## **REPORT OF THE KENNEBUNK RIVER COMMITTEE**

The Committee continues to meet monthly to review all activity relative to the Kennebunk River. All members are quite proud of this jewel of a resource in our Towns.

The ecologically-beneficial pump-out barge on the River, which was built by Bob Williamson and Rich Woodman, continues to be increasingly utilized. The Committee is pleased with this barge, which is a clean outlet for vessels to discharge waste that may otherwise have been dumped into our waters.

The Committee continues to review applications for docks and moorings along the river.

Two significant events mark the previous year. They are:

- The retirement of Harbormaster Jim Nadeau and (the interim) and subsequent permanent hiring to the position of Raymond Billings.
- The impressive efforts of Committee Chairman Joel Beck to accomplish a much-needed dredge in the river. It has been several years since the last dredge, as evidenced by often shallow tidal waters and erosion of banks.

It should be noted that Mr. Beck has tirelessly researched and contacted the necessary government personnel requisite to dredge application. His work has resulted in an on-river feasibility study by the Army Corps of Engineers.

The 2011 boating season went well with no major issues.

The Committee recognizes continued support and cooperation from Kennebunk and Kennebunkport.

Respectfully submitted,

Mark S. Sutton  
Acting Secretary

### **KENNEBUNK RIVER COMMITTEE MEMBERS**

#### **Kennebunk**

Peter Hatch

Peter Donovan

Jack Jensen

Rick Roberts (Alternate)

#### **Kennebunkport**

Mark Sutton (Sec.)

Richard Woodman

#### **At-Large**

Joel Beck

## REPORT OF THE DOWNTOWN COMMITTEE

The year 2011 brought the first full season of our newly revitalized downtown. Merchants, residents and visitors alike enjoyed the new wider sidewalks, better lighting, safer crosswalks and healthier trees.

In addition to the gorgeous geraniums, the banners designed by the Kennebunk High School Art Class and hung on each light pole, the new beautifully planted street areas, and the “dory boat” flower planters were a visual treat!

The 13<sup>th</sup> Annual May Day Festival, held on May 7<sup>th</sup> was once again a huge success. Adding a 25' high Rock Climbing Wall with 5 climbing paths on Main Street and the Gym Dandies unicycle team to the parade made an already fun day all the more exciting.

That first Saturday in May is always the opening day of the Kennebunk Farmers' Market. Celebrating their 18<sup>th</sup> season and with nearly 40 vendors, they continue to be an important part of the downtown community.

The summer of 2011 brought a talented and lively cast to perform *Shakespeare* in Lafayette Park. Three nightly shows and two matinees every week brought all ages out to enjoy the outdoor theater.

Adding to the excitement in the downtown area was the reopening of the Mousam River Bridge in October. Combining it with Harvest Fest made for a full day of celebrating! Many thanks to the merchants, business owners and residents of our Town for their patience and positive attitude during the transition.

Even the threat of a late October snowstorm did not dampen the spirit of volunteers to plant 200 Pink Impression tulip bulbs around and in the “Plaza” on Main Street. A donation made by the Olive Rebekah Lodge 21 and added to by the Downtown Committee started the process that the Rebekahs hope to continue in future years.

The 28<sup>th</sup> Annual Tree Lighting at the “Plaza” was one of our best attended events ever! With the weather quite accommodating and a record number of generous merchants handing out treats and goodies, many came to visit with Santa and his elves. The Downtown Committee

would like to thank the Kennebunk Light & Power District for all their assistance in the lighting of our downtown and adding to the magic of the season.

The Committee would also like to take this opportunity to recognize the hard work and efforts of former members Eliza Chappell and Carol Hrehovcik. Additionally, we welcome new members, Neil Higgins and Ahmed Ciangiulli. We look forward to what they bring to this Committee with their respective experience and knowledge of Kennebunk.

As always, our Committee looks forward to the year ahead. We strive to provide a connection between the residents and business owners of Kennebunk and Town government. The Downtown Committee meets on the first Thursday of each month at 8:00 a.m. on the third floor of the Town Hall. The public is encouraged to attend.

Respectfully submitted,

Linda Johnson  
**Chairman**



*"New Addition to the Downtown"*  
Photo courtesy of Teri Collard

## **REPORT OF THE LOWER VILLAGE COMMITTEE**

The mission of the Lower Village Committee is to act as a liaison between the residents and business owners in the Lower Village of Kennebunk and Town government. To successfully carry out this mission, the Committee will ensure that the Lower Village remains functional as a business area to attract, entertain, and service the needs of townspeople, visitors, and local merchants, while maintaining the village character and enhancing a positive spirit and quality of life for the community.

In 2011, we continued our refinement of the first phase of the Lower Village Improvement Project.

The improvements in Lower Village will be on Route 9 from the Kennebunk River Bridge to Cooper's Corner. Improvements that we are concentrating on are pedestrian friendly sidewalks, improved curbing and better access to area parking, improved lighting and "vistas" along the causeway overlooking the Kennebunk River. The funds for this project will come from the Lower Village Tax Increment Financing (TIF) District supported by Kennebunk voters in 2010.

We have held several meetings on parking improvements and the possible re-configuration of current parking areas along Western Ave, Route 35, behind Washington Hose Fire Station and the possible expansion of the parking are in Lower Village Marketplace.

The Committee also maintained other key relationships with (1) the York County Transportation Committee to provide input concerning the shuttle bus' route and stops, (2) the Kennebunk Police Department for public safety, and (3) the Kennebunk-Kennebunkport Chamber of Commerce to coordinate any functions and changes taking place within the business community.

The Committee meets on the first Monday of each month from 8:00 a.m. to 9:00 a.m. in the meeting room on the second floor of the Washington Hose Fire Station. Meetings are open to the public and all are invited to attend and participate.

Respectfully submitted,

**Jeffrey Bonney  
Chairman**

## **REPORT OF THE WEST KENNEBUNK VILLAGE COMMITTEE**

The mission of the West Kennebunk Village Committee is to be a liaison between West Kennebunk Village residents, its commercial establishments and Town government. To carry out this mission, the Committee meets on the first Thursday of every month at the Dorothy Stevens Community Center on Thompson Road to ensure that the concerns of residents and business owners are heard; that the Village remains functional and grows as a business area, adequately serving the needs of townspeople and visitors alike; and, at the same time, trying to ensure that a positive community spirit and quality of life flourishes. These meetings are open to all and the Committee welcomes open and candid expressions of concerns and suggestions.

The long-awaited Alfred Road Project was begun and nearly completed this year, much to the relief of residents and business owners. Already it has transformed the look of the Village, and we look forward to its completion and dedication next May. Committee members took an active role in attending both Selectmen meetings and Town-sponsored workshops where they offered input and encouraged Town officials to execute a plan that reflected the concerns of residents. The Committee has also discussed with Town officials the use of, so called, Tax Increment Financing (TIF) funds to be used for additional enhancements to the project such as lighting, landscaping, a kiosk and signs.

Proposed amendments to West Kennebunk growth area zoning requirements were brought to the attention of the Committee by the Planning Board this past year. The proposed changes were discussed at our meetings, and a workshop was held at the West Kennebunk Fire Station at which over eighty residents came to listen and express concerns.

Committee members voted to use funds donated in memory of the late Jeff Stevens to have a permanent sign made and erected marking the location of the Dorothy Stevens Community Center. It will be placed perpendicular to Thompson Road where it will be clearly visible from both directions by those who pass by.

Events sponsored by the Committee are quickly becoming West Kennebunk traditions; none more than the Annual Thanksgiving Day Dinner. This year's dinner was held at the Dorothy Stevens Community Center on November 24<sup>th</sup> from noon to 2:00 p.m. Committee members and residents generously donated time, talent and food to serve, or sent out to the home-bound, over 125 meals. The Center glowed with the warmth of families, friends and neighbors at festive tables, not to mention the wonderful aromas of freshly roasted turkey and all the fixings that filled the room.

Family Fun Day on August 20<sup>th</sup> this year found a new locale. Due to fears that the anticipated Alfred Road Project would cause disruption, it was held inside and out at the Dorothy Stevens Community Center/West Kennebunk Fire Station Complex with some activities on the grounds of the Middle School. The less prominent and new location might have played a role in a somewhat smaller turnout this year, nevertheless a good many people turned out throughout the day for a wide variety of craft and food vendors, games, pony rides and just plain summertime fun. Committee members want to return the 2012 Family Fun Day to the center of the Village since the road project will be complete by then.

Numerous vendors and craftspeople displayed their wares at the Holiday Fair that was held on November 5<sup>th</sup>. A bake table and light luncheon made it a festive and successful day. Funds raised at this event went to defray the cost of the Thanksgiving Dinner.

Concluding this rewarding and successful year was the Annual West Kennebunk Village Tree Lighting on Saturday, December 5<sup>th</sup>. Santa arrived by fire truck, as usual, to light the tree before a large assembly outside the Dorothy Stevens Community Center. Afterwards, over 150 people warmed themselves in the Center with warm cider, hot chocolate and assorted cookies and cakes. The local Girl Scout troop led carol singing while our local baton twirlers and teen rock band provided entertainment.

Respectfully submitted,

Terrence M. Vaughan  
**West Kennebunk Village Committee**

## **REPORT OF THE AFFORDABLE HOUSING COMMITTEE**

The mission of the Affordable Housing Committee is to make affordable housing available to those who live and work in Kennebunk.

The year 2011 was a very quiet year for the Affordable Housing Committee. Avesta Housing broke ground on the Park Street School Housing Development for the elderly. The Development will be complete and ready for occupancy in 2012.

We continue our interest in what other towns have for affordable covenants and zoning regulations to see what can be done in Kennebunk to continue to encourage affordable housing.

The Affordable Housing Committee meets on the fourth Thursday of each month at 4:00 p.m. at the Town Hall as needed. We welcome residents to attend and participate in our meetings and are actively looking for new members who share our enthusiasm for affordable housing in Kennebunk.

Respectfully submitted,

**The Affordable Housing Committee**

Jennifer Gordon, Chairman

Brian Hutchins

Patrick LeTourneau

Wayne Berry

Neil Higgins

Pauline Bremser



## REPORT OF THE ENERGY EFFICIENCY COMMITTEE

The Energy Efficiency Committee sponsored a number of activities related to energy efficiency during 2011, including:

- The Committee hosted a lecture on glaciers by Dr. Gordon Hamilton from the University of Maine Climate Change Institute. The meeting was held in the Town Hall with approximately 100 in attendance.
- The Committee also held a forum in October focusing on educating homeowners and small business owners about the Home Energy Savings Loan Program (PACE) and Kennebunk Light & Power's on-bill financing program for businesses making energy efficiency improvements. The forum was televised on the local municipal cable channel.
- The Committee hired a consultant to perform an emissions inventory of Town buildings. A final report is due in February of 2012.
- Members of the Committee contacted Biddeford Savings Bank for a donation of canvas bags. The bank generously donated over 200 of these bags, which were distributed at no cost to members of the public at various Town activities.
- The Committee maintained a website ([www.kennebunkgogreen.org](http://www.kennebunkgogreen.org)) and published three newsletters during 2011.
- Members of the Committee helped the Town obtain biodegradable cutlery and plates for the annual Board/Committee Volunteers' "Thank You" Ice Cream Social.
- The Committee presented estimates for thermal curtains in the Town Hall to the Town Manager.
- The Committee researched and purchased a projector for use by the Committee and for general Town use.
- The Committee pursued information on recycling costs and trash costs from the Town and met with the Town Manager and Finance Director to discuss these costs for this year and for the future. Committee members will research costs from other towns and will make recommendations to the Town when the present trash contract is up for renewal.
- The film *Carbon Nation* was shown by the eKo club at Kennebunk High School. About 70 people, including students and community members, attended. The film was co-sponsored by the Committee.

- When the Green Sneakers canvas on energy use took place on October 22, 2011, Committee members staffed a table at the downtown Festival and distributed cloth bags to the public. Four groups (which included Committee members) of volunteers visited homes in four Kennebunk/Kennebunkport neighborhoods to distribute information on the Efficiency Maine Home Energy Savings Loan Program (PACE) and other aspects of energy efficiency.

For 2012, plans are underway for the Committee (1) to host from two to four meetings in 2012 to raise public awareness of the need for energy efficiency in our Town, (2) to continue to work towards reducing the use of plastic in businesses and private homes, and (3) to encourage recycling and composting in Kennebunk.

Respectfully submitted,

Jennifer Niese  
Sue Speers  
**Co-Chairmen**



***“Reduce, Reuse, Recycle”***  
Photo courtesy of Michael Claus

## **REPORT OF THE STREET LIGHT COMMITTEE**

The duties of the Street Light Committee are to review applications from residents and other Town agencies for possible installation of new street lights or removal of existing ones. After review in the field, the Street Light Committee makes a recommendation to the Selectmen to either approve or disapprove applications. The Committee operates under the Town's Street Light Policy adopted in 1994 and revised in 1999 and 2000. The policy is available at the Town Office. The Committee is composed of five residents of the Town and ex-officio representatives from the Board of Selectmen, Police Department and Kennebunk Light & Power District (KLPD). The Committee works with the Town Manager, and other Town committees in studying possible changes or updates to the Town's outdoor lighting, including adoption of new technologies for greater efficiency, cost-savings or glare control.

During 2011, the Committee reviewed one citizen application for a new street light on Heath Road near the Sea Road intersection. It was found that the proposal did not meet the Street Light Policies in terms of serving the general public so it was not recommend for installation by the Town. However, the private householder could pay for the light on her own so long as the Town's ordinances on glare control were followed.

We look forward in 2012 to continuing our cooperation with other Town agencies and the KLPD in seeking ways to reduce the Town's carbon footprint by researching cost-saving lighting technologies, including possible time-control devices for switching off some of the new Main Street LED (light-emitting diode) post lights after 11 PM or other measures. A Committee member and the KLPD are currently researching the possible benefits and costs to the Town by replacing some existing cobra-style utility pole street lights with new LED lamps. While providing less operating cost, there is Committee concern on the ability to control LED's fierce brightness and blue-spectrum glare. Also, the capital cost of purchasing and installing LED lights is still high. During 2012, KLPD may be able to provide several sample cobra style LED street lights for study by the Committee and townspeople. Come join us. We are seeking a fifth member and two alternates.

Committee members: Ron Newton, Scott Negley, Michael Wentworth, Anthony Dater; Ex-officio: Sharon Staz of KLPD; Kennebunk Police Department representative; and Selectman Liaison Kevin Donovan.

Respectfully submitted,

**Anthony Dater**  
**Chairman**

## **REPORT OF THE FESTIVAL COMMITTEE**

The Kennebunk Festival Committee was established in 2010 with the mission to promote downtown business by drawing tourists and entertaining residents with a summer festival.

After much deliberation and discussion with local businesses, the committee felt too rushed to produce a successful festival that first summer while construction on Main Street was not yet completed, so the group made an unanimous decision to wait one year to properly plan for summer 2011 and as an alternative to the delay, we planned and executed a very successful Harvest Festival in October 2010 with a children's costume parade, scarecrow contest, and craft fair.

For the summer festival in 2011, the committee elected to revive an old Kennebunk tradition called "Old Home Week" and launched it July 4-9. Among the many activities was a parade featuring floats and costumed mascots, a lobster bake, arts & crafts fair, live music in the new plaza, talent show and a street dance in the former Mobil lot that evening. Local merchants joined in by having sidewalk sales and enjoyed increased traffic to their shops.

October, 2011 saw the 2<sup>nd</sup> Annual Harvest Fest, which coincided with the completion of the Mousam River Bridge. To celebrate, Duffy's Tavern & Grill had an all-day bridge party with live bands and BBQ offerings, following a morning pancake breakfast and 5K Walk/Race. The children's costume parade was bigger than ever and the arts & crafts show was overflowing with vendors, which helped offset many of our costs. Feedback from local merchants was extremely positive with several reporting that they doubled their business that day.

As we begin 2012, the Festival Committee has also taken on the responsibility of Winterfest, which will occur on February 25. In addition to a pancake breakfast at Duffy's (profits which will be donated to the committee) other events that are planned include a craft show, kids' scavenger hunt (to be organized by the downtown merchants), adult softball tournament, games and activities at the Teen Center, and a skating party with bonfire at the new Main Street ice rink. A local merchant is planning a food drive to benefit the Kennebunk Food Pantry as a tie-in to our festival, and Sebago Brewing will have a Winterfest After Party.

The Committee has also begun planning Old Home Week for 2012, which will be held on July 7. Some special entries into the big parade have already been lined up and once again, Duffy's Tavern & Grill plans to have a big street party that day.

The Festival Committee meets on the 2<sup>nd</sup> Monday of each month at 8:30 a.m. on the third floor of the Town Hall. Please check the Town's website for meeting changes and other notices. The public is always encouraged to attend.

Respectfully submitted,

Jean Macaulay  
**Chairman**



*"Winterfest Wagon Ride"*

Photo courtesy of York County Coast Star

## **REPORT OF THE COMMUNITY GARDEN COMMITTEE**

The mission of the Kennebunk Community Garden Committee is to:

- Create safe, well-equipped organic gardens for residents of Kennebunk and surrounding communities to rent plots and grow fresh, organic produce and flowers for their own use, or to donate
- Educate the public about – and encourage its participation in – organic gardening
- Establish larger “community gardens” at each site, which are staffed by volunteers and provide fresh organic produce for distribution to people in need
- Work in partnership with local, municipal and state organizations to distribute produce to food banks and other charitable groups.

The year 2011 was the third summer the Kennebunk Community Garden has served the needs of hungry families throughout York County – as well as providing garden space for individual and family plots to raise organic produce and flowers. The garden is located at the end of Holland Road between the Animal Welfare Society (AWS) and the tennis courts in West Kennebunk. It has been developed in partnership with AWS, which has allowed the Town of Kennebunk the use of the land for the garden.

One-third of the garden is dedicated to raising produce for Maine Harvest for Hunger (MHH), which supports local food banks. In 2009, with help from volunteers and a generous grant from the Maine Community Foundation, the Committee produced and delivered over 500 pounds of vegetables to local food banks and in 2010 we produced and delivered 1531 pounds to local food banks. The 2011 season produced 1,100 pounds of produce and we hope to increase that number substantially in the 2012 season. We also teamed with Consolidated School teachers, volunteers, and students to grow green beans in the classrooms to plant in the MHH part of the Community Garden.

The Committee received help from David Reilley, for his community project as an Eagle Scout candidate. David designed, coordinated volunteers, and built ten raised beds for the garden. The Kennebunk High School freshmen class built and donated a seedling table and seed starting supplies.

The Committee is grateful to the many volunteers in our community who have gone above and beyond their job description. Without the help of the Town, and especially the Department of Public Works and their talented crew, the garden would never have gotten off the ground, nor succeeded as well as it has.

Education is a key part of the Committee's mission. In the spring, Committee members held two public workshops on gardening and two on-site seminars on soil sterilization and planting garlic. We look forward to conducting more workshops to help gardeners prepare for the growing season.

I thank the Community Garden Committee members for their volunteered hours in the garden and for their dedication:

Mary Elizabeth Baker  
Kathryn S B Davis  
Sarah Downs  
Leo Hallen  
Kathy Landrum  
Leslie Lindgren  
Ernie Russo

Each year, the Committee accepts applications for plot rentals beginning in early April. For more information, stop by the Town Clerk's office at the Town Hall.

The Committee meets monthly, on the last Wednesday of each month, until April, when it meets bi-monthly. Positions are available on the board. Email [info@kennebunkcommunitygarden.org](mailto:info@kennebunkcommunitygarden.org) to learn more or visit [www.kennebunkcommunitygarden.org](http://www.kennebunkcommunitygarden.org) for information and plot application.

Respectfully submitted,

Richard "RJ" Mere  
Chairman

## **REPORT OF THE DOG ADVISORY COMMITTEE**

The year 2011 was another successful season for the Kennebunk Dog Advisory Committee (KDAC). KDAC's mission is to monitor and promote the Town of Kennebunk's pet-friendly policies on its public beaches. Activities this year included:

- KDAC's annual "BREAKFAST FOR POOCHES ON GOOCHS." This event launches the summer season of beach use with a gathering (complete with dog biscuits made by Committee members), celebrating the season and reminding and educating beach users of the summer hours for beach uses and proper year-round etiquette.
- Completion of KDAC's annual (almost) survey of beach users. In this survey, KDAC picks a good weather weekend day and queries those present on the beach at a high-volume dog use hour about their feelings about current beach use policies. Consistent with previous surveys, this year's results reflected how many visitors come from not only other states but other countries, and choose and stay in Kennebunk because they can share the beach with their dogs under voice control.
- Acquisition, with the kind assistance of the Town's Public Services Director, of five new dispensers with biodegradable bags, to make it even easier for beach users to pick up after their dogs. Donations were collected for the new dispensers, so there was no cost to the Town.
- Support for the Animal Welfare Society's annual "Strut Your Mutt" beach walk. This year's KDAC team raised approximately \$400.

Most importantly, 27 volunteer beach monitors provided gentle reminders of rules and good practices, particularly at times of high volume use. Once again, the monitors' dedication and everyone's cooperation resulted in a year with few complaints.

KDAC's meetings are held monthly on the second Wednesday of every month at the Lower Village Washington Hose Fire Station, and all are welcome to attend. We respond to every contact with the Committee made through email to the Town website, communication with a monitor



on-site, or through the Animal Control Officer or other means, to alert us to any concerns, suggestions and comments about dogs' activities on the beach.

KDAC is proud of everyone's efforts to cooperate and keep the Kennebunk beaches safe, clean and accessible for the enjoyment of all.

Respectfully submitted,

**Linda Lyman**  
**Chairperson**

**Cathy Connors**  
**Secretary**



***"Breakfast for Pooches on Goochs"***  
**Photo courtesy of Michael Claus**

## REPORT OF THE



### HomeHealth Visiting Nurses MaineHealth (formerly SMMC Visiting Nurses)

HomeHealth Visiting Nurses and Southern Maine Medical Center (SMMC) Visiting Nurses merged on December 1, 2011. This merger builds on more than a century's tradition of providing compassionate care to the people of Southern Maine. As we share the same non-profit missions, provide the same services and are both members of MaineHealth, the time was right to combine our operations into one agency. The agency has kept the name HomeHealth Visiting Nurses, and adopted the SMMC Visiting Nurses heart as our new emblem.

HomeHealth Visiting Nurses is a licensed 501(c)3 not-for-profit home health care agency. Services are provided to people of all ages, regardless of income, and include in-home skilled nursing, therapies, social work, home health aides, and Telehealth. Our Community Health & Wellness Program offers an array of clinic services to include immunizations, foot care, health screenings and diabetes support programs. The merger strengthens our capacity to provide home-based pediatric care that includes rehabilitative therapies, palliative care and chronic disease management. A state grant, Maternal & Child Health Promotion, allows HHVN to provide nursing visits at no charge to help give babies and new moms in Kennebunk a healthy start.

Our roots run deep in the Kennebunk community and our commitment remains strong. Three SMMC Visiting Nurses board members are serving 4-year terms on the HomeHealth Visiting Nurses board. Thereafter, at least one HomeHealth Visiting Nurses board member will be a Kennebunk resident. We are proud to care for the people of Kennebunk and pledge to honor our partnership with the Town with services that best serve the needs of the community. For more information, please contact us at 1-800-660-4867 or visit [www.homehealth.org](http://www.homehealth.org). Thank you for your support.

In 2011, we provided the following home health care services to the residents of Kennebunk:

<b>In-Home Program</b>	<b>Residents Served</b>	<b>Total Visits</b>
Home Health Care	381	6,710
Maternal & Child Health	8	30

### **Community Health & Wellness Clinics**

Clinic services include flu shots, blood pressures, TB and blood sugar testing, foot care, physical exams, and other immunizations and injections. Blood pressure/foot care/flu shot clinics are held at various Kennebunk locations and our walk-in clinic at 72 Main Street.

<b>Residents Served</b>	<b>Total Clinic Services Provided</b>
2,259	3,124

<b>Residents Served</b>	<b>Diabetes Programs</b>
9	Diabetes Education & Support
2	Pre-Diabetes

### **Maine Breast & Cervical Grant Program**

<b>Residents Served</b>	<b>Services Provided</b>
9	no-cost breast and pelvic exams

### **Medical Equipment**

Our office at 72 Main Street houses a "Medical Equipment Closet" providing free access to needed medical equipment that includes wheelchairs, walkers, canes and crutches.

<b>Residents Served</b>	<b>Total Equipment Loaned</b>
80	120

### **Other Community Benefits**

Elaine Brady, SMMC Visiting Nurses' former Executive Director, provided community service through her commitment to Kennebunk Rotary and York Public Health Council.

Respectfully submitted,

Maryanna Arsenault  
**President & CEO**

## **REPORT OF THE KENNEBUNK FREE LIBRARY**

The mission of the Kennebunk Free Library is to serve the diverse cultural, informational, educational and recreational needs of the community by:

- developing and promoting the use of resources, including books, technology, films, informational materials, programs, displays, and community exhibit space that contribute to literacy, informed citizenship and lifelong learning;
- providing educational opportunities and engagement for all ages;
- offering expert and personal assistance; and
- providing inviting and accessible facilities.

This mission statement is the driving force behind everything we do at the Kennebunk Free Library. We are constantly striving to provide a 21<sup>st</sup> century library with all the latest services and technologies to our community, while maintaining and preserving our beautiful 20<sup>th</sup> century building.



In 2011, the Library was busier than ever. Circulation of materials remained strong with just over 180,000 items circulating, while the Library's collection grew to 56,824 items. In addition to materials in print format, the Library's collection includes a large number of movies and television shows on DVD,

audio books on CD and music CDs.

Our diverse programming saw a 4% increase in attendance in 2011. Our community enjoyed programming that included Peek-a-Book Babies, a Faerie Festival, Teen Movie Nights, Genealogy Workshops, Computer Classes, Book Discussion Groups, and monthly Trivia Nights. We strive to meet the interests of our community and enthusiastically accept suggestions for future programs and events.

In response to increased popularity of e-readers, the Library added two Nook and two Kindle e-readers to the collection. These devices are pre-loaded with popular titles and circulate for a two week period. For patrons who own their own e-readers, the Library offers access to free e-book titles via Maine's Infonet. Patrons can also download free audio books through Infonet as well. In 2011 we saw a 39% increase in downloadable audio books. Throughout 2011, downloadable e-books rose in popularity with an average of 130 titles being checked out each month.

The Library staff also saw a marked 38% increase in reference questions from our patrons both in person, online and via the phone. A reference question is defined as an information contact that involves the knowledge, use, recommendations, interpretation or instruction in the use of one or more information sources in the Library.

The current inventory of services for 2011 includes:

- A collection of 56,824 items including books, large print books, magazines, newspapers, DVDs, videos, audio books on CD and cassette, and music CDs
- Downloadable audio-books and e-books available through Maine Infonet
- Nook and Kindle e-readers preloaded with popular titles available for borrowing
- USB drives available for borrowing
- An online catalog, website and blog
- Free Library card to residents
- Inter-Library Loan
- Research services via web/phone/in person
- MARVEL database of thousands of online magazines, newspapers, and reference books.
- Microfilm of 19<sup>th</sup> and 20<sup>th</sup> century local newspapers
- Local Maine History Collection
- Local obituary database
- 11 Computers offering Internet access
- 6 Computers with Microsoft Office 2007
- 5 Computers with Microsoft Office 2003
- Educational computer games for children
- Free WiFi
- Summer Reading Programs for children, teens and adults
- 3 Story time sessions for preschoolers each week

- Book discussion groups ranging in ages from 5 to adult
- Monthly Teen Movie Night
- Monthly Teen Anime Club
- Monthly Genealogy Group
- Monthly Trivia Night
- Computer classes
- Special events programming
- Free tax help February - April
- Maine Children's Illustrator Gallery
- Speers Gallery with monthly exhibits
- Outreach to local preschools and daycares
- Monthly Home School Support
- Books on Call program for housebound patrons
- Free passes to the Portland Art Museum and the Central Maine Botanical Gardens
- Reduced admission passes to the Children's Museum of Maine
- Fireplace Wednesdays (December–March) in the Reading Room
- Color photocopier and scanner
- Rental Meeting Room
- Seasonal outdoor seating

The staff at the Kennebunk Free Library is dedicated to serving all members of the community and to providing an enriching, informational and educational environment. We are proud to be a vibrant institution in downtown Kennebunk.

Respectfully submitted,

Jill E. LeMay  
**Director**

## **REPORT OF THE KENNEBUNK, KENNEBUNKPORT AND WELLS WATER DISTRICT**

The Kennebunk, Kennebunkport and Wells Water District is a quasi-municipal public water utility that was established in 1921 by an act of the Maine State Legislature. The District serves an area that encompasses the Towns of Kennebunk, Kennebunkport, Wells, Ogunquit, Arundel and small portions of Biddeford and York. The area includes a population which varies seasonally from about 30,000 to over 100,000. It is directed by a four-member Board of Trustees, one each elected from the Towns of Kennebunk, Kennebunkport, Wells and Ogunquit.

From a financial perspective, 2011 represented an average year at best for the District. Compared with the prior year, 2011 saw a 4% drop in water production, a \$125,000 decrease in revenues and a \$475,000 increase in operating costs. It should be noted that \$275,000 of this increase was related to scheduled water tank painting projects, which typically occur every 10 to 20 years for each of the District's seven steel water storage tanks. All of this contributed to a projected net loss for 2011 of approximately (\$50,000) as compared to a positive net income of \$449,000 in 2010 and a net loss of (\$109,000) in 2009.

In addition to the water tank painting projects, operating costs increased due to a variety of factors, including some unexpected vehicle fleet maintenance along with less capitalization of labor than in 2010. As previously reported in 2010, the District's award of a \$391,000 grant and a \$1.636 million, 0%, 20-year bond package for a large self-designed and installed water main replacement project in Goose Rocks Beach in Kennebunkport allowed for a large amount of District labor and equipment to be charged to the "capital" account during that year. Although in 2011 the District was successful in acquiring another favorable bond package (\$66,000 grant and \$1.316 million, 1%, 20-year bond) for the Alewife Road, Kennebunk project, the total amount of capitalized labor and equipment was significantly less than that of 2010.

In spite of a somewhat sluggish economy, the District experienced modest growth (110 new accounts, as compared to 143 in 2010 and to 74 in 2009), resulting in a customer growth rate of slightly under 1%, as compared with the typical 1½% to 2% growth rate prior to 2009.

Although 2011 was somewhat equal in total precipitation to that of 2010, the precipitation was distributed quite differently, resulting in a relatively wet June, August and September, reducing overall peak seasonal water usage. Consequently, the total annual water production of 964 million gallons was 4% less than the 1.007 billion gallons produced during 2010. The District's recently developed groundwater sources were once again instrumental in helping the District meet water demands without the need for purchasing more costly water from neighboring utilities. These groundwater sources produced 39% of all of the District's water supply for 2011.

Due to the many financial, operational and water quality benefits relating to the use of groundwater, the District is developing an additional high-quality, high yield groundwater supply in the Alewife area of Kennebunk. During 2011, as part of the Alewife Road and Kimball Lane, Kennebunk projects, 11,700 feet of 12" and 16" diameter water main was installed from the Kennebunk Elementary School to the doorstep of the well site, which is located off Kimball Lane. Once the new well is placed into service, which may occur by 2014, it is expected to produce 40% of the District's water needs. At that point, approximately 80% of the District's total water supply may be from groundwater, with the remaining 20% coming from Branch Brook.

The District is proud to have once again been honored (as it was in 2009) with the SHAPE award by Maine's Department of Labor and Bureau of Labor Standards. This award, whose acronym stands for "Safety and Health Award for Public (Sector) Employers", recognizes employers that strive to provide a "safe and healthful" workplace for its employees. The District is one of only a few water utilities in Maine to be given this recognition.

The following is a partial list of distribution projects funded and installed by the District during 2011. These projects typically relate to our goal of optimizing water quality, enhancing fire suppression capabilities and improving system reliability by replacing outdated and substandard facilities with an eye toward accommodating anticipated growth.

- Timber Point, Biddeford: Replaced 1,740 feet of old 10-inch cast iron water main with 16-inch ductile iron main and 16-inch polyethylene (HDPE) main. (Water quality, system reliability and fire suppression improvement.)



- Alewive Road, Kennebunk: Installed 6,490 feet of 16-inch ductile iron main and 1,636 feet of 12-inch ductile iron main. (To future groundwater source near Kimball Lane and in conjunction with MDOT Alewive Road rebuilding project.)
- Kimball Lane, Kennebunk: Installed 3,560 feet of 16-inch ductile iron main, 980 feet of 8-inch PVC main and 800 feet of 2-inch PVC main. (To future groundwater source near Kimball Lane and for providing water service to homes along Kimball Lane.)

In addition to the above projects, individuals and developers funded two water main extensions totaling 459 feet in length.

During the year, the District undertook significant changes to its water treatment process. As a result of its ongoing migration toward groundwater as a primary source of supply, several chemical changes were necessary. Due mostly to the higher mineral content of groundwater, the water treatment regimens for both corrosion control and disinfection were improved. The specific changes and their ramifications are discussed in detail in the District's Winter 2012 issue of *What's on Tap* and on the District's website, [www.kkw.org](http://www.kkw.org).

Drinking water quality remains a top priority. We are pleased to report that in addition to making significant water quality improvements with our unique blending of groundwater and surface water, all State and Federal water quality standards were met during 2011. By maintaining a dedicated, well-trained staff and continually upgrading our process equipment and control systems, we continually assure the highest degree of reliability in the quality of drinking water for our customers.

The Trustees of the District appreciate the continuing effort and dedication of their employees, as well as the support and cooperation of their customers, area contractors and State and local municipal officials.

Respectfully submitted,

**Robert A. Emmons, President**  
**Richard H. Littlefield, Vice President**  
**James E. Burrows, Trustee**  
**Thomas P. Oliver, Trustee**

**Normand R. Labbe, Superintendent**  
**Scott J. Minor, Assistant Superintendent**  
**Wayne A. Brockway, Treasurer**

## **REPORT OF THE KENNEBUNK LIGHT & POWER DISTRICT**

The three hydroelectric facilities owned and operated by the Kennebunk Light & Power District were a major focus of the Board of Trustees of the District and the operating staff during 2011. The turbine at the Kesslen dam site lost a portion of the draft tube in 2010 reducing production by over sixty percent (60%). Obtaining parts for equipment built in the 1930's is not an easy task, but the District prevailed after months of research and negotiations. With the assistance of a firm from New Hampshire and equipment made by the original manufacturer, a new draft tube was installed on the Kesslen generator in September of 2011. While working on the draft tube issue a number of other necessary repairs were identified that included repairs to the head gate and complete replacement of the trash racks at this facility as well. Originally estimated at a cost of \$55,000 the total project actually came in well under budget at \$27,293 decreasing the anticipated payback of this investment to approximately three and a half years. Due to the removal and replacement of the Route One bridge over the Mousam River at the Kesslen site, the District moved the electrical feed to this facility as well. The relocation of this service removed the transformer from Rotary Park which has enhanced the beautification of the Park in addition to providing safe and secure service to the turbine. The District also completed Dam Safety Surveillance and Monitoring Plans for each of its sites to meet a new requirement of the Federal Energy Regulatory Commission. The Mousam Kennebunk River Alliance made a presentation to the Board of Trustees regarding their goal to restore native fish habitat to the Mousam and Kennebunk Rivers. The Board welcomed the information shared by the Alliance as part of its data gathering for the re-licensing process of these sites.

The District experienced several operational changes in 2011. As a result of the Town of Kennebunk's decision to relocate Police, Fire and EMT dispatching services, the District had an opportunity to investigate new dispatching services as well. The Towns of Wells and Kennebunkport as well as several other options were evaluated. A decision was reached to enter into an agreement with the Town of Kennebunkport to provide after hour evening, weekend and holiday dispatching for the District. The new partnership has worked very well to date as both entities look forward to a long and productive relationship. The District was also pleased to hire two individuals to complete a full-time tree crew for the District for the first time since the

retirement of our head arborist several years ago. A new business manager joined the staff in July and Roger Nickerson retired after twenty-two years of service to the District. Mr. Nickerson was recognized at a luncheon in his honor in May. The District's two apprentice line workers, Ron Francouer and Justin Webster, completed their four years of training with the Northeast Public Power Association line worker school graduating in December. As 2<sup>nd</sup> class line workers, these individuals have additional service hours and goals to achieve before reaching 1<sup>st</sup> class journeyman line worker status. It should be noted both of these individuals were in the top ten percent of their graduating class and are an asset to the District's line crew.

The District was the only public power system to enter into a pilot project with the Efficiency Maine Trust for a direct install energy efficiency program funded through "on-bill financing". Targeting small businesses, the program involves a zero percent loan of federal stimulus funds obtained by the Efficiency Maine Trust to install efficiency projects at these businesses that they might otherwise not be able to afford. The projected savings should fund the loan payback which can be paid through the business's utility bill. The program was initiated in November and will continue until the allotted funds are expended.

Other accomplishments of the year were the bi-annual Open House held in October; a computer GPS overlay of the District's electrical system based on the tax maps of the Town; purchase of a new meter testing board; roof repairs to the twenty-five year old office building of the District and continued maintenance to improve the reliability of the District's distribution system. Work continues on the transfer of wires to the new poles installed in 2008 to provide a new primary feeder line from the West Kennebunk substation to the turnpike crossing. Targeted for completion in 2011, this work was delayed due to time and personnel constraints of the line crew. The goal is to complete this work by the end of 2012.

The Board of Trustees once again lowered the rate charged for energy supply in December due to successful negotiations of lower cost for energy with NextEra Energy. This was the third time rates have been lowered in the last fourteen months. The District chose to continue to purchase energy wholesale and sell it retail to the customer/owners when the industry was deregulated by the Legislature in 2000. The District remains the only electric utility offering a one hundred percent renewable energy supply option to its customers.

Overall, the net assets of the District increased by \$262,302 in 2011. Net income transferred to the reserve was \$73,188. Total kilowatt hours sales for the year were 103,747,670 kWh, an increase of slightly over three million from the year before; however, total revenue was decreased by close to \$750,000 due to lower costs. The District generated a total of 1,495,760 kilowatt hours at the three hydroelectric sites. Individual construction projects were low accounting for an addition of thirty-five residential meters to the mix of the District's service. Seven customers of the District installed solar arrays on their property bringing the total of privately owned and operated arrays on the net metering system to eight. Additional installations are anticipated in 2012.

The Trustees and staff are pleased to submit this report to you. We look forward to continuing to fulfill our mission of providing the most reliable service at the lowest possible cost.

Respectfully submitted,

**Bruce T. Madore, President**  
**David W. Cluff, Vice-President**  
**Michael Jordan, Clerk**  
**Joan P. Tishkevich, Trustee**  
**Craig H. MacDonald, Trustee**

**Sharon A. Staz**  
**General Manager & Treasurer**

## **REPORT OF THE KENNEBUNK SEWER DISTRICT**

The Kennebunk Sewer District is a quasi-municipal entity that was incorporated by an act of the Maine State Legislature in 1955. Office hours are between 7:30 a.m. and 4:00 p.m. Monday through Friday. The District is governed by an elected five person Board of Trustees serving staggered three-year terms. The Board normally meets at 7:00 p.m. on the first Tuesday of each month at the District offices located at 71 Water Street in Kennebunk. For more information on the District, please visit our website at [www.ksdistrict.org](http://www.ksdistrict.org).

The following report briefly summarizes several areas of the District's administrative and operational accomplishments over the past year based on information collected over the course of 2011. For some of these categories, the goals and projections for the year 2012 and beyond are included.

### **ADMINISTRATION**

#### **Billing**

For the four quarters in 2011, the following amounts were billed to the customers of the KSD:

<b><u>Quarter</u></b>	<b><u>Billed</u></b>	<b><u>Collected</u></b>	<b><u>% Collected</u></b>
1st Quarter	\$535,088	\$538,213	101%
2nd Quarter	\$534,688	\$547,690	102%
3rd Quarter	\$535,162	\$489,117	91%
4th Quarter	\$534,885	\$550,442	103%
<b>Totals</b>	<b>\$2,139,823</b>	<b>\$2,125,462</b>	<b>99.25%</b>

#### **Liens**

Liens for a total of \$37,201.02 were filed for delinquent customers on their 2010 charges. The number of delinquent accounts with 2009 and prior liens presently stands at 15 (\$7,711.88) with a total outstanding balance of all liens at \$44,912.90.

#### **Equity Buy In Fees & Impact Fees**

As of December 31, 2011, 22 Equity Buy In Fees were collected in 2011 by KSD for a total of \$92,103.57. This compares with 27 Equity Buy In Fees collected in 2010 for a total of \$77,256.63. The total that the District has in the Equity Buy In Fee account is currently \$162,678.01.

**Capital Reserve Account** - balance as of 12/31/11 = \$1,207,158.80

### **Sewer Permits and New Customers**

In 2011, 22 sewer connection permits were issued and 38 accounts added to the customer base. This compares with 21 and 22 respectively for the same period in 2010.

### **Kennebunk Sewer District Service Area**

The District serves an area north to the Arundel Town Line, south to the Wells Town Line, east to the Atlantic Ocean and west to the Turnpike Industrial Zone in West Kennebunk. Approximately 53% of the properties in Kennebunk are currently served by the District. The District is responsible for the maintenance and operation of 28 pumping stations and more than 40 miles of sewer lines.

### **2012 Sewer User Fees, Equity Buy In Fees, Collection System Impact Fees & Budget**

The Board of Trustees plans to hold a Rate Hearing on March 6, 2012 to set 2012 rates and fees. An adjustment to the current user fees is being considered for 2012. As proposed, an average user with 6,000 ft<sup>3</sup> of water used will see an increase of approximately 1%. The projected budget for 2012 is \$2,157,030, slightly up from the 2011 budget of \$2,130,961.

As is the case yearly, the Board reviews the need to adjust the base Collection System Impact Fee charge. In 2012 they will propose to increase the base charges by 2.5% to match the increase in the Construction Cost Index as published by the Engineering News Record. Monies are placed in separate accounts and will be dedicated toward improvements in each specific collection system necessitated by growth. Currently, there are Collection System Impact Fees set for the Turnpike Industrial Zone, Route 1 North, and Route 1 South areas. In 2011, they were \$2,056, \$75 and \$113 per equivalent unit respectively. An increase of 2.5% will be considered and, if adopted, those Collection System Impact Fees would increase to \$2,107, \$77 and \$116 per equivalent unit respectively.

In the fall of 2008, the Board hired Wright Pierce Engineers to review the existing rate structure of the Treatment Facility Impact Fee and to explore alternative approaches to help provide for the District's future capital needs. As discussions developed, the Equity Buy In Fee (EBIF) method was chosen to replace the existing Facility Impact Fee. The idea behind the fee is based on the fact that the District's customers have been paying for the capital cost of unused capacity in the system for many years, and that new users should "buy into" the equity that has been developed in the District's system and paid for by existing users.

Like Impact Fees, Equity Buy In Fees are one time charges for new construction or changes of use that result in more wastewater discharged to the public sewer. Funds collected will be used to help defray the costs of future upgrades to the wastewater treatment facility and collection systems. In 2011, the Board of Trustees set the base rate of the Equity Buy In Fee at \$2,947. In 2012, the Board plans to hire Wright-Pierce Engineers to recalculate the EBIF based on the most recent KSD audit information.

For more detailed information regarding the 2011 Financial Statements of the Kennebunk Sewer District, please visit our website: [www.ksdistrict.org](http://www.ksdistrict.org).

## **OPERATIONS**

### **Biosolids Production and Disposal**

In 2011, the Kennebunk Sewer District produced approximately 900yds<sup>3</sup> of de-watered biosolids. Soil Preparation Inc. of Plymouth, Maine is contracted to handle the District's biosolids. The material is composted and converted to a low grade soil amendment suitable for commercial distribution and use. In 2012, the KSD expects to produce between 1,000 and 1,100 yds<sup>3</sup> of sludge.

### **I&I Program**

For more than 15 years, the District has focused on removing as much clean water that enters its collection system as is economically feasible. Technically known as infiltration and inflow or I&I, this excess clean water robs capacity from the collection system and treatment facility. KSD each year targets areas within its collection system that will be repaired or replaced to remove additional I&I.

The results have paid off over the years by significantly reducing the number of bypass events at the treatment facility. In 2011, KSD used its stormwater clarifier two times to treat storm water. This is down from 19 events in 2010. Overall, our records indicate that rainfall for 2011 has been well above average at 59.22 inches, while the yearly average rainfall for Portland is 46 inches.

### **Treatment Plant**

Overall, from January 1, 2011 to December 31, 2011, KSD treated 284 million gallons of water for a daily average of .760 million gallons per day (mgd) compared to 281 million gallons of water for a daily average of .760 million gallons per day (mgd) for the same time period in 2010. Looking at

this strictly as an average and the design of the plant being 1.31 mgd, the plant ran at 58% of its hydraulic capacity on an average day in 2011.

In 2011 the District's Maine Pollutant Discharge Elimination System (MEPDES) license was reissued by the Maine Department of Environmental Protection (ME DEP). The license, which is written for a 5-year period defines the concentrations of certain pollutants that may be released to the receiving waters – the Mousam River Estuary. One of those pollutants is ammonia. Ammonia is of concern because it is toxic to creatures in the Mousam River if released at concentrations above those licensed; particularly during the summer months. Over the past five years, the treatment facility has not been able to meet the licensed ammonia limits throughout the entire June 1 to October 15 seasonal limit period. However, after minor modifications at the plant and chemical addition, the Water Street Wastewater Treatment Facility was able to meet its limits throughout the seasonal limit period during 2011. More on this topic is included in the 2011 Capital Projects section under #5.

### **Design Review and Inspection Monitoring of Developments**

The Kennebunk Sewer District customer base growth has decreased during 2011 to less than 1%. This rate is down from the historical 2% average per year. In light of the economic downturn and using a realistic outlook for 2012, a 1% growth for rate is expected. Large scale commercial development in the Lower Village and an affordable housing and special needs apartment project that have already begun are continuing but future planning and construction of similar projects have taken a sharp downturn. Those developments/projects reviewed and/or inspected in 2011 were:

1. **Park Street School** – KSD has reviewed the revised design for this renovation project. Similar to the Cousens School project in 2008, the Park Street School is slated for conversion into condominiums. Construction on the project is underway and will continue into 2012. As part of the project, the contractor replaced the old vitrified clay sewer pipe that ran from the old school to Park Street. KSD inspected the installation and testing of the new sewer lines and manholes. This project has helped KSD remove some of the I&I from the system.
2. **The Grand and Tia's of Kennebunk** – these are two single lot developments that KSD reviewed and inspected in 2011. The Grand will be a combination of a spa, an inn and a restaurant at the



corner of Western Avenue and Chase Hill Road. Tia's, a couple of doors down from the Grand, is a restaurant.

3. **Norway Savings Bank** – this bank is looking to build a new branch on a lot across Route 1 from the Shops at Longbank (Hannaford, Sebago Brewing, etc.). KSD has reviewed several iterations of the plans. Construction may be slated for 2012.

### **2011 CAPITAL PROJECTS**

The following is a list and short summary of the capital improvement projects that were started and/or completed in 2011.

1. **Clarifier Coating** – KSD's treatment system includes four clarifiers, two of them are primary and two are secondary. These 50-foot diameter tanks allow time for the solids to settle out of the wastewater and clarify the water. These solids become sludge and the clarified wastewater continues to flow to the next part of the process. Last year, Marston Industrial Group coated the outside of all four tanks and the interior metal surfaces and channels of two of the clarifiers. This year, KSD hired Marston to coat the interior metal parts and launders of the other two clarifiers.
2. **HVAC Upgrade** – KSD continued the ongoing upgrade of its heating, ventilation and air conditioning (HVAC) system. This project includes replacing four air handling units with industrial-grade energy recovery ventilators (ERVs). The ERVs are larger and more efficient units that will provide the necessary ventilation to various parts of the treatment facility and help conserve energy. KSD also upgraded the HVAC controls system so that it will be fully integrated with the existing Supervisory Control and Data Acquisition (SCADA) system. There are several areas, including the Control Building office area that will be addressed with the next phase in 2012.
3. **Cat Mousam Pump Station Upgrade Summary** – This pump station was built in 1960 as one of the original seven pump stations. In 1987, the pump station was upgraded with a new 8-foot diameter wetwell, new controls, two new pumps, and a new generator building. Twenty-four years later, the controls needed to be replaced and the pumps were wearing out and needed replacement as well. Part of the reason for the pumps wearing out is the

proliferation of wipes disposed into the sewer system. These wipes (also known as rags) will clump up and clog the pumps, necessitating KSD to take the pumps apart to clean them out. KSD had to replace the pumps because rebuilding them would not have addressed the wipes problem. Therefore, KSD decided on replacing the pumps with Homa submersible pumps with cutting blades, which are employed in several of KSD's other pump stations. The pump station was successfully upgraded in July 2011. KSD designed the upgrade and the control system. KSD personnel also did the site work, equipment purchase and transport. Outside contractors were used for the installation of the pumps and the bypass pumping required during the station modifications. Total cost for the upgrade was \$100,900.

4. **Boothby Forcemain Replacement Project** – KSD had experienced six forcemain breaks in the past seven years on Boothby Road. Both the residents and KSD personnel were perplexed and frustrated with the frequency of the emergency repairs. The breaks were most likely due to poor pipe bedding installed in 1985 for the original ductile iron pipe. Butt-fused high density polyethylene (HDPE) pipe was used for the length of forcemain in Boothby Road. A valve pit was installed at the Boothby Pump Station for cleaning the forcemain and some of the station's interior valves were also rebuilt. This project was undertaken in October and November with a total cost of \$206,000.
5. **RBC Aeration & Hydraulic Improvement Project** – In 2011, a separate capital project progressed from the planning phase to the implementation and pilot study phase. Since the 2005 upgrade KSD staff has noticed that progressively we have experienced more and more difficulties delivering the needed air to the RBC basins. The RBC basins are where the biological growth does its work to reduce incoming wastes to meet effluent discharge standards including ammonia removal.

KSD contracted Underwood Engineers Inc. (UEI) to investigate the problems and design improvements for the aeration system. In addition to providing more air to the RBC trains, the improvements would also allow better control of where and to what extent air is delivered at different points in the RBC trains. UEI also looked at improving the hydraulics through the RBCs. UEI's analysis showed the hydraulics upgrade to the system that KSD envisioned

would not improve performance commensurate with the costs. Therefore, UEI proposed that KSD pilot test a chemically enhanced treatment system instead of doing a full-blown hydraulics upgrade. KSD followed this advice and installed chemical delivery systems for ferric chloride, polymer and magnesium hydroxide. KSD ran the system from May through October. The pilot test was a success. The chemical addition improved overall plant efficiency and allowed the RBCs to remove ammonia to meet the licensed discharge limit.

### **2012 PROPOSED CAPITAL IMPROVEMENTS**

The following table lists capital improvements proposed for 2012.

<b>Project</b>	<b>Location</b>	<b>Cost</b>
Office and Lab Improvements	Water Street Office	\$3,900
Radio Telemetry, SCADA & Plant Improvements	Water Street Facility	\$293,580
Vehicle Replacement	Utility Truck	\$65,000
Western Avenue (Town Project)	Replacement of Sewer Lines	\$179,000
Collection System Investigation	Various Locations	\$30,000
Berry Court PS Upgrade	Berry Court	\$90,000
Manhole Installation Hillcrest	Hillcrest X-Country	\$8,000
Pump Station Improvements	Various Stations	\$50,000
<b>TOTAL</b>		<b>\$719,480</b>

### **ON-GOING ISSUES/PROJECTS**

#### **Developing Federal and State Nutrient Criteria**

Over the past 10 years, there has been an effort by the USEPA and state Environmental Protection agencies to address this issue. The nutrients of concern are nitrogen and phosphorus. When nitrogen and phosphorus enter receiving waters, like rivers, estuaries and the ocean, they can cause harm by enhancing algae growth which can lead to low levels of dissolved oxygen (or DO) being available for the creatures that live in fresh and saltwater systems. The low DO can cause the inhabitants to die or move off to an area in the waters that will not put them in stress.

In the next two to five years, Maine will develop rules which will regulate the concentrations that wastewater treatment facilities will be able to discharge to rivers, estuaries and the ocean. The Regulatory Agencies

changing focus on nutrient removal will have a very large impact on KSD. The existing facility has done a good job of meeting present day standards like total suspended solids, biological oxygen demand and fecal coliforms for which it was designed. It will not be able to achieve the removal of nitrogen and/or phosphorus which will be part of a future license. This will mean that a major upgrade to the treatment facility will be needed in the foreseeable future.

Since the limits for nitrogen and/or phosphorus have not yet been set by the regulators it is not possible to project what the cost may be to build the facility that will be capable of meeting the new standards. It is safe to say that it will take many millions of dollars to construct.

KSD will be part of a stakeholder group that will work with the Maine Department of Environmental Protection and other groups to provide input and comments as the regulations are formed. In the meantime, the Board of Trustees will provide updates to its existing customers and the greater community as the nutrient standards are developed.

### **2012 Capital Project – Western Avenue in the Lower Village**

The Town of Kennebunk has initiated a plan to make improvements to several streets, roads, and sidewalks in Kennebunk in the next three years. KSD and KKWWD are working hard to make improvements to their infrastructures in coordination with the Town on these projects.

The first and most complex is scheduled for the spring of 2012 and is located on Western Avenue between Cooper's Corner and the Kennebunk River Bridge. Sewer and water lines and services will be replaced, stormwater lines installed, sidewalks rebuilt and lighting improvements for the area will be included. The decision to time this project for the spring was made in an attempt to choose the time of year when this extensive project will create the least disruption for the area businesses. The District is planning on teaming with the Town to use a common contractor to construct the many components of the project. The Kennebunk, Kennebunkport & Wells Water District will begin their water line and service replacement work in March; sewer replacement will follow shortly thereafter. The District's estimated cost for this sewer replacement is \$180,000.

More information on the three other projects being planned for 2013 and 2014 will be available and provided to the public as they develop.

## **Conclusion**

The year 2011 has been an important year for the Kennebunk Sewer District. The reconstruction of many of the Water Street HVAC systems were completed and the efforts to improve ammonia removal to achieve discharge permit limits were successful. The replacement of a troublesome section of the Boothby Road forcemain was a major accomplishment that will provide reliable service for customers within the impacted area as was the major upgrade made to the Cat Mousam pump station. Maine Department of Transportation's Mousam River Bridge replacement and various facility projects are others that kept KSD quite busy.

The plans for 2012 are ambitious. The list of Capital Improvements that was previously provided in this report include SCADA and telemetry improvements for pumping stations, remaining HVAC projects, in plant valve and piping improvements, a major upgrade for the Berry Court pump station and door and roof replacements to name a few.

Finally, the Board wishes to acknowledge the dedicated service of District employees for their outstanding efforts to best serve the customers of the Kennebunk Sewer District. The Board is also grateful for the cooperation and assistance provided by the local utilities and the Town during 2011.

Respectfully submitted,

### **Board of Trustees of the Kennebunk Sewer District**

John E. Price III, **Chairman**

Mark K. Allenwood, **Vice Chairman**

Robert J. DiCarlo, **Treasurer**

Nicholas C. Branchina, **Clerk**

James A. Oppert, P.E., **Trustee**

**TOWN OF KENNEBUNK**

**REPORT OF  
THE AUDITORS**

**Year Ending  
June 30, 2011**



*Proven Expertise and Integrity*

November 22, 2011

Board of Selectmen  
Town of Kennebunk, Maine  
Kennebunk, Maine

We were engaged by the Town of Kennebunk and have audited the financial statements of the Town of Kennebunk as of and for the year ended June 30, 2011. The following statements and schedules have been excerpted from the 2011 financial statements, a complete copy of which, including our opinion thereon, is available for inspection at the Town Office.

Included herein are:

Combining Balance Sheet – Governmental Funds	Statement C
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	Statement E
Balance Sheet – Enterprise Funds	Statement G
Statement of Revenues, Expenditures and Changes in Fund Balances – Enterprise Funds	Statement H
Budgetary Comparison Schedule – Budget To Actual - General Fund	Schedule I
Schedule of Departmental Operations	Schedule A
Combining Balance Sheet – Non Major Governmental Funds	Schedule B
Combining Schedule of Revenue, Expenditures, and Changes in Fund Balances – Non Major Governmental Funds	Schedule C
Combining Balance Sheet – Non Major Special Revenue Funds	Schedule D
Combining Schedule of Revenue, Expenditures, and Changes in Fund Balances – Non Major Special Revenue Funds	Schedule E
Combining Balance Sheet – Non Major Capital Project Funds	Schedule F
Combining Schedule of Revenue, Expenditures, and Changes in Fund Balances – Non Major Capital Project Funds	Schedule G

3 Old Orchard Road, Buxton, Maine 04093  
Tel: (800) 300-7708 (207) 929-4606 Fax: (207) 929-4609  
[www.rhrsmith.com](http://www.rhrsmith.com)

Combining Balance Sheet – Non Major Permanent Funds

Schedule H

Combining Schedule of Revenue, Expenditures, and  
Changes in Fund Balances – Non Major Permanent Funds

Schedule I

*RHR Smith & Company*

Certified Public Accountants



TOWN OF KENNEBUNK, MAINE  
BALANCE SHEET – GOVERNMENTAL FUNDS  
JUNE 30, 2011

STATEMENT C

	General Fund	Roads & Paving	April 16th Storm	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash	\$ 11,126,652	\$ -	\$ -	\$ 102,352	\$ 11,229,004
Accounts receivables (net of allowance for uncollectibles)					
Taxes	652,474	-	-	-	652,474
Liens	253,796	-	-	-	253,796
Other	47,680	-	-	-	47,680
Tax acquired property	76,077	-	-	-	76,077
Prepaid expenses	72,083	-	-	-	72,083
Due from other funds	251,230	699,059	13,669	1,695,280	2,659,238
<b>TOTAL ASSETS</b>	<b>\$ 12,479,992</b>	<b>\$ 699,059</b>	<b>\$ 13,669</b>	<b>\$ 1,797,632</b>	<b>\$ 14,990,352</b>
<b>LIABILITIES AND FUND EQUITY</b>					
<b>Liabilities</b>					
Accounts payable	\$ 392,717	\$ -	\$ -	\$ -	\$ 392,717
Accrued payroll	233,621	-	-	-	233,621
Deferred revenue	260,652	-	-	-	260,652
Deferred tax revenue	645,008	-	-	-	645,008
Other liabilities	430,619	-	-	-	430,619
Due to other funds	2,410,406	-	-	142,315	2,552,721
<b>TOTAL LIABILITIES</b>	<b>4,373,023</b>	<b>-</b>	<b>-</b>	<b>142,315</b>	<b>4,515,338</b>
<b>Fund Equity</b>					
Nonspendable	148,160	-	-	-	148,160
Restricted	-	699,059	13,669	489,890	1,202,618
Committed	867,013	-	-	794,085	1,661,098
Assigned	218,523	-	-	494,624	713,147
Unassigned	6,873,273	-	-	(123,282)	6,749,991
<b>TOTAL FUND EQUITY</b>	<b>8,106,969</b>	<b>699,059</b>	<b>13,669</b>	<b>1,655,317</b>	<b>10,475,014</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$ 12,479,992</b>	<b>\$ 699,059</b>	<b>\$ 13,669</b>	<b>\$ 1,797,632</b>	<b>\$ 14,990,352</b>

See accompanying independent auditors' report and notes to financial statements.

## STATEMENT E

## TOWN OF KENNEBUNK, MAINE

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE – GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011**

	General	Roads	April 16th	Other	Totals
	Fund	& Paving	Storm	Governmental	Governmental
				Funds	Funds
<b>REVENUES</b>					
Taxes	\$ 27,619,464	\$ -	\$ -	\$ -	\$ 27,619,464
Excise taxes	1,792,404	-	-	-	1,792,404
Intergovernmental revenues	988,542	-	-	-	988,542
Charges for service	1,608,080	-	-	-	1,608,080
Miscellaneous revenues	<u>329,686</u>	<u>320,012</u>	<u>-</u>	<u>530,294</u>	<u>1,179,992</u>
<b>TOTAL REVENUES</b>	<u>32,338,176</u>	<u>320,012</u>	<u>-</u>	<u>530,294</u>	<u>33,188,482</u>
<b>EXPENDITURES</b>					
Current:					
General government	1,689,653	-	-	-	1,689,653
Public Safety	3,616,487	-	-	-	3,616,487
Public Works	1,066,554	-	-	-	1,066,554
Education	19,192,939	-	-	-	19,192,939
County tax	1,160,756	-	-	-	1,160,756
Recreation & culture	1,068,504	-	-	-	1,068,504
Health & welfare	334,553	-	-	-	334,553
Employee benefits	1,482,589	-	-	-	1,482,589
Agency request	30,815	-	-	-	30,815
Capital expenditures	-	-	-	3,445,228	3,445,228
Debt Service	-	-	-	890,478	890,478
Unclassified	<u>167,329</u>	<u>554,860</u>	<u>63,077</u>	<u>-</u>	<u>785,266</u>
<b>TOTAL EXPENDITURES</b>	<u>29,810,179</u>	<u>554,860</u>	<u>63,077</u>	<u>4,335,706</u>	<u>34,763,822</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	<u>2,527,997</u>	<u>(234,848)</u>	<u>(63,077)</u>	<u>(3,805,412)</u>	<u>(1,575,340)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating transfers in	-	519,730	-	1,594,688	2,114,418
Operating transfers (out)	<u>(1,997,348)</u>	<u>-</u>	<u>-</u>	<u>(117,070)</u>	<u>(2,114,418)</u>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>(1,997,348)</u>	<u>519,730</u>	<u>-</u>	<u>1,477,618</u>	<u>-</u>
<b>EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)</b>	<u>530,649</u>	<u>284,882</u>	<u>(63,077)</u>	<u>(2,327,794)</u>	<u>(1,575,340)</u>
<b>FUND BALANCES - JULY 1</b>	<u>7,576,320</u>	<u>414,177</u>	<u>76,746</u>	<u>3,983,111</u>	<u>12,050,354</u>
<b>FUND BALANCES - JUNE 30</b>	<u>\$ 8,106,969</u>	<u>\$ 699,059</u>	<u>\$ 13,669</u>	<u>\$ 1,655,317</u>	<u>\$ 10,475,014</u>

See accompanying independent auditors' report and notes to financial statements

## STATEMENT G

## TOWN OF KENNEBUNK, MAINE

BALANCE SHEET - ENTERPRISE FUNDS  
JUNE 30, 2011

	Enterprise Funds		Totals
	Pay-Per-Throw Trash Program	Electrical Inspection Program	
ASSETS			
Cash	\$ -	\$ -	\$ -
Investments	-	-	-
Accounts receivable	69,187	-	69,187
Due from other funds	-	2,398	2,398
Total assets	<u>\$ 69,187</u>	<u>\$ 2,398</u>	<u>\$ 71,585</u>
LIABILITIES			
Accounts payable	\$ -	\$ -	\$ -
Due to other funds	108,915	-	108,915
Total liabilities	<u>108,915</u>	<u>-</u>	<u>108,915</u>
NET ASSETS			
Restricted	-	2,398	2,398
Unrestricted	(39,728)	-	(39,728)
Total net assets	<u>(39,728)</u>	<u>2,398</u>	<u>(37,330)</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 69,187</u>	<u>\$ 2,398</u>	<u>\$ 71,585</u>

See accompanying independent auditors' report and notes to financial statements

## STATEMENT H

## TOWN OF KENNEBUNK, MAINE

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS –  
ENTERPRISE FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011

	Enterprise Funds		Totals
	Pay-Per-Throw Trash Program	Electrical Inspection Program	
OPERATING REVENUES			
Charges for service	\$ 487,540	\$ 17,030	\$ 504,570
Other	-	-	-
TOTAL OPERATING REVENUES	<u>487,540</u>	<u>17,030</u>	<u>504,570</u>
OPERATING EXPENSES			
Program supplies	<u>518,450</u>	<u>15,447</u>	<u>533,897</u>
TOTAL OPERATING EXPENSES	<u>518,450</u>	<u>15,447</u>	<u>533,897</u>
OPERATING INCOME (LOSS)	<u>(30,910)</u>	<u>1,583</u>	<u>(29,327)</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	-	-	-
Transfers (out)	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>	<u>-</u>
NET INCOME	(30,910)	1,583	(29,327)
NET ASSETS - JULY 1	<u>(8,818)</u>	<u>815</u>	<u>(8,003)</u>
NET ASSETS - JUNE 30	<u>\$ (39,728)</u>	<u>\$ 2,398</u>	<u>\$ (37,330)</u>

See accompanying independent auditors' report and notes to financial statements

## SCHEDULE 1

## TOWN OF KENNEBUNK, MAINE

**BUDGETARY COMPARISON SCHEDULE – BUDGETARY BASIS  
BUDGET AND ACTUAL – GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2011**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Positive</u> <u>(Negative)</u>
Budgetary Fund Balance, July 1	\$ 7,576,320	\$ 7,576,320	\$ 7,576,320	\$ -
Resources (Inflows):				
Taxes:				
Property Taxes	27,490,454	27,490,454	27,619,464	129,010
Excise Taxes	1,715,500	1,715,500	1,792,404	76,904
Intergovernmental Revenues:				
State Revenue Sharing	614,000	614,000	627,490	13,490
Homestead Reimbursement	141,484	141,484	103,649	(37,835)
Local Road Assistance	130,000	130,000	154,948	24,948
Other	51,025	51,025	102,455	51,430
Interest Income	100,000	100,000	171,862	71,862
Charges for Service	1,218,550	1,218,550	1,608,080	389,530
Miscellaneous Revenues	148,903	148,903	157,824	8,921
Transfers from Other Funds	-	-	-	-
Amounts Available for Appropriation	<u>39,186,236</u>	<u>39,186,236</u>	<u>39,914,496</u>	<u>728,260</u>
Charges to Appropriations (Outflows):				
Current:				
General Government	1,750,782	1,862,714	1,689,653	173,061
Public Safety	3,845,595	3,845,595	3,616,487	229,108
Public Works	1,076,015	1,076,015	1,066,554	9,461
Education	19,192,939	19,192,939	19,192,939	-
County Tax	1,160,756	1,160,756	1,160,756	-
Recreation and Culture	1,022,314	1,022,314	1,068,504	(46,190)
Health and Welfare	286,761	291,761	334,553	(42,792)
Employee Benefits	1,521,470	1,547,149	1,482,589	64,560
Agency Requests	30,815	30,815	30,815	-
Unclassified	589,307	705,426	167,329	538,097
Transfers to Other Funds	<u>1,133,162</u>	<u>2,035,262</u>	<u>1,997,348</u>	<u>37,914</u>
Total Charges to Appropriations	<u>31,609,916</u>	<u>32,770,746</u>	<u>31,807,527</u>	<u>963,219</u>
Budgetary Fund Balance, June 30	<u>\$ 7,576,320</u>	<u>\$ 6,415,490</u>	<u>\$ 8,106,969</u>	<u>\$ 1,691,479</u>
Utilization of undesignated fund balance	\$ -	\$ -	\$ -	\$ -
Utilization of designated fund balance	-	<u>1,160,830</u>	-	<u>(1,160,830)</u>
	<u>\$ -</u>	<u>\$ 1,160,830</u>	<u>\$ -</u>	<u>\$ (1,160,830)</u>

See accompanying independent auditors' report and notes to financial statements

## TOWN OF KENNEBUNK, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS – GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2011

	Original Budget	Budget Adjustments	Final Budget	Actual	Balance Positive (Negative)
General Government -					
General Government expenses	\$ 579,199	\$ 12,755	\$ 591,954	\$ 576,780	\$ 15,174
Selectmen	27,839	-	27,839	25,033	2,806
Town Manager	146,312	-	146,312	144,895	1,417
Town Clerk	98,889	-	98,889	83,187	15,702
Ballot Clerks	38,725	-	38,725	24,392	14,333
Assessors	162,610	2,472	165,082	162,862	2,220
Town Planner	272,834	197	273,031	263,266	9,765
Town Hall	177,721	-	177,721	162,583	15,138
Computer Department	183,366	-	183,366	180,646	2,720
Conservation Commission	3,200	8,027	11,227	89	11,138
Site Plan Review Board	8,600	-	8,600	5,780	2,820
Zoning Board Of Appeals	1,200	-	1,200	1,025	175
Shellfish Committee	300	5,986	6,286	488	5,798
Board Of Assessment Review	1,000	-	1,000	244	756
Dog Advisory Committee	100	-	100	65	35
Historic Preservation Committee	1,700	-	1,700	2,009	(309)
Lower Village Committee	2,900	-	2,900	4,025	(1,125)
Downtown Committee	6,956	1,595	8,551	3,757	4,834
Economic Development Committee	-	19,169	19,169	1,926	17,243
West Kennebunk Village Committee	2,000	3,929	5,929	3,579	2,350
Human Resource Committee	-	7,926	7,926	-	7,926
Energy Efficient Committee	2,300	-	2,300	1,561	739
Festival Committee	4,000	-	4,000	1,827	2,373
Tree Committee	2,000	2,043	4,043	2,280	1,763
Affordable Housing Committee	200	-	200	-	200
Bicentennial Committee	500	2,333	2,833	-	2,833
Open Space Committee	-	4,776	4,776	42	4,734
Community Garden Committee	2,080	-	2,080	2,117	(37)
Heating Assistance	-	40,724	40,724	14,553	26,071
Planning Board	24,211	-	24,211	20,742	3,469
	1,750,782	111,932	1,862,714	1,689,653	173,061

SCHEDULE A (CONTINUED)

TOWN OF KENNEBUNK, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS – GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2011

	Original Budget	Budget Adjustments	Final Budget	Actual	Balance Positive (Negative)
Public Works -					
Highway	1,076,015	-	1,076,015	1,066,554	9,461
	1,076,015	-	1,076,015	1,066,554	9,461
Education	19,192,939	-	19,192,939	19,192,939	-
County tax	1,160,756	-	1,160,756	1,160,756	-
Recreation and Culture -					
Life Guards	57,434	-	57,434	45,940	11,494
Parks & Recreation	515,515	-	515,515	573,199	(57,684)
Kennebunk Free Library	449,365	-	449,365	449,365	-
	1,022,314	-	1,022,314	1,068,504	(46,190)
Health And Welfare -					
Recycling	207,411	-	207,411	207,411	-
Social Services	79,350	-	79,350	127,142	(47,792)
Hazardous Waste Day	-	5,000	5,000	-	5,000
	286,761	5,000	291,761	334,553	(42,792)
Employee Benefits -					
Health Benefits	899,033	25,679	924,712	891,347	33,365
FICA	368,086	-	368,086	371,235	(3,149)
Retirement	111,611	-	111,611	92,442	19,169
Workers Comp	123,747	-	123,747	112,205	11,542
Unemployment Comp	18,993	-	18,993	15,360	3,633
	1,521,470	25,679	1,547,149	1,482,589	64,560

SCHEDULE A (CONTINUED)

TOWN OF KENNEBUNK, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS – GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2011

	Original Budget	Budget Adjustments	Final Budget	Actual	Balance Positive (Negative)
Agency requests -					
SMMC Visiting Nurses	5,000	-	5,000	5,000	-
Day One	1,000	-	1,000	1,000	-
York County Child Abuse Council	1,200	-	1,200	1,200	-
York County Community Action	4,900	-	4,900	4,900	-
Counseling Services Inc.	3,300	-	3,300	3,300	-
Caring Unlimited	2,095	-	2,095	2,095	-
Catholic Charities	1,700	-	1,700	1,700	-
So. Maine Area Agency on Aging	2,500	-	2,500	2,500	-
Sexual Assault Response Services	500	-	500	500	-
Senior Center at Lower Village	1,000	-	1,000	1,000	-
American Red Cross	3,000	-	3,000	3,000	-
So. Maine Parent Awareness	1,030	-	1,030	1,030	-
Biddeford Free Clinic	500	-	500	500	-
Home Health Visiting Nurses	3,090	-	3,090	3,090	-
	30,815	-	30,815	30,815	-
Public Safety -					
Police	1,718,072	-	1,718,072	1,616,981	101,091
Ambulance	756,358	-	756,358	701,650	54,708
Communications	405,710	-	405,710	397,357	8,353
Civil Emergency Preparedness	5,188	-	5,188	5,178	10
Hydrants & Street Lights	399,489	-	399,489	398,184	1,305
Fire Department	560,778	-	560,778	497,137	63,641
	3,845,595	-	3,845,595	3,616,487	229,108



SCHEDULE A (CONTINUED)

TOWN OF KENNEBUNK, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS – GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2011

	Original Budget	Budget Adjustments	Final Budget	Actual	Balance Positive (Negative)
Unclassified -					
Operational contingency	-	44,119	44,119	6,996	37,123
Harbormaster	12,133	-	12,133	8,466	3,667
Fire/EMS Incentive Plan	-	22,000	22,000	-	22,000
Tree Warden	3,500	-	3,500	3,259	241
Matching Grant Funds	-	50,000	50,000	-	50,000
Memorial Day	800	-	800	800	-
Facilities	101,973	-	101,973	82,738	19,235
Overlay	470,901	-	470,901	65,070	405,831
	569,307	116,119	705,426	167,329	538,097
Totals	\$ 30,476,754	\$ 258,730	\$ 30,735,484	\$ 29,810,179	\$ 925,305

See accompanying independent auditors' report and notes to financial statements

## TOWN OF KENNEBUNK, MAINE

COMBINING BALANCE SHEET – NONMAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2011

	Special Revenue Funds	Capital Projects Funds	Permanent Funds	Total Nonmajor Governmental Funds
<b>ASSETS</b>				
Cash	\$ -	\$ -	\$ 102,352	\$ 102,352
Investments	-	-	-	-
Accounts receivable	-	-	-	-
Due from other funds	559,920	1,135,360	-	1,695,280
<b>TOTAL ASSETS</b>	<u>\$ 559,920</u>	<u>\$ 1,135,360</u>	<u>\$ 102,352</u>	<u>\$ 1,797,632</u>
<b>LIABILITIES</b>				
Accounts payable	\$ -	\$ -	\$ -	\$ -
Due to other funds	44,013	79,269	19,033	142,315
<b>TOTAL LIABILITIES</b>	<u>44,013</u>	<u>79,269</u>	<u>19,033</u>	<u>142,315</u>
<b>FUND EQUITY</b>				
Fund balance:				
Nonspendable	-	-	-	-
Restricted	406,571	-	83,319	489,890
Committed	-	794,085	-	794,085
Assigned	153,349	341,275	-	494,624
Unassigned	(44,013)	(79,269)	-	(123,282)
<b>TOTAL FUND EQUITY</b>	<u>515,907</u>	<u>1,056,091</u>	<u>83,319</u>	<u>1,655,317</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$ 559,920</u>	<u>\$ 1,135,360</u>	<u>\$ 102,352</u>	<u>\$ 1,797,632</u>

See accompanying independent auditors' report and notes to financial statements

SCHEDULE C

TOWN OF KENNEBUNK, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – NONMAJOR  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011

	Special Revenue Funds	Capital Projects Funds	Permanent Funds	Total Nonmajor Governmental Funds
REVENUES	\$ 176,911	\$ 353,160	\$ 223	\$ 530,294
EXPENDITURES	2,060,935	2,269,463	5,308	4,335,706
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(1,884,024)	(1,916,303)	(5,085)	(3,805,412)
OTHER FINANCING SOURCES (USES)				
Bond proceeds	-	-	-	-
Operating transfer in	600,425	994,263	-	1,594,688
Operating transfers (out)	(37,914)	(79,156)	-	(117,070)
TOTAL OTHER FINANCING SOURCES (USES)	562,511	915,107	-	1,477,618
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	(1,321,513)	(1,001,196)	(5,085)	(2,327,794)
FUND BALANCES, JULY 1	1,837,420	2,057,287	88,404	3,983,111
FUND BALANCES, JUNE 30	\$ 515,907	\$ 1,056,091	\$ 83,319	\$ 1,655,317

See accompanying independent auditors' report and notes to financial statements

## TOWN OF KENNEBUNK, MAINE

COMBINING BALANCE SHEET – NONMAJOR SPECIAL REVENUE FUNDS  
JUNE 30, 2011

	Conservation Land Purchase	Building Revenues	Harbor- master	Route 1 TIF	West Kennebunk TIF	Lower Village TIF	Totals
<b>ASSETS</b>							
Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due from other funds	33,430	34,998	84,921	289,470	117,101	-	559,920
<b>TOTAL ASSETS</b>	<u>\$ 33,430</u>	<u>\$ 34,998</u>	<u>\$ 84,921</u>	<u>\$ 289,470</u>	<u>\$ 117,101</u>	<u>\$ -</u>	<u>\$ 559,920</u>
<b>LIABILITIES</b>							
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,013	\$ 44,013
<b>TOTAL LIABILITIES</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>44,013</u>	<u>44,013</u>
<b>FUND EQUITY</b>							
Fund balance:							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	-	289,470	117,101	-	406,571
Committed	-	-	-	-	-	-	-
Assigned	33,430	34,998	84,921	-	-	-	153,349
Unassigned	-	-	-	-	-	(44,013)	(44,013)
<b>TOTAL FUND EQUITY</b>	<u>33,430</u>	<u>34,998</u>	<u>84,921</u>	<u>289,470</u>	<u>117,101</u>	<u>(44,013)</u>	<u>515,907</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$ 33,430</u>	<u>\$ 34,998</u>	<u>\$ 84,921</u>	<u>\$ 289,470</u>	<u>\$ 117,101</u>	<u>\$ -</u>	<u>\$ 559,920</u>

See accompanying independent auditors' report and notes to financial statements

SCHEDULE E

TOWN OF KENNEBUNK, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
- NONMAJOR SPECIAL REVENUE FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011

	Conservation Land Purchase	Building Revenues	Harbor- master	Route 1 TIF	West Kennebunk TIF	Lower Village TIF	Totals
REVENUES	\$ -	\$ -	\$ 26,911	\$ 150,000	\$ -	\$ -	\$ 176,911
EXPENDITURES	225	-	2,738	2,007,699	6,260	44,013	2,060,935
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(225)	-	24,173	(1,857,699)	(6,260)	(44,013)	(1,884,024)
OTHER FINANCING SOURCES (USES)							
Operating transfers in	-	-	-	519,763	80,662	-	600,425
Operating transfers (out)	-	-	-	-	(37,914)	-	(37,914)
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	519,763	42,748	-	562,511
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER)	(225)	-	24,173	(1,337,936)	36,488	(44,013)	(1,321,513)
FUND BALANCES, JULY 1	33,655	34,998	60,748	1,627,406	80,613	-	1,837,420
FUND BALANCES, JUNE 30	\$ 33,430	\$ 34,998	\$ 84,921	\$ 289,470	\$ 117,101	\$ (44,013)	\$ 515,907

See accompanying independent auditors' report and notes to financial statements

SCHEDULE F

TOWN OF KENNEBUNK, MAINE

COMBINING BALANCE SHEET – NONMAJOR CAPITAL PROJECT FUNDS  
JUNE 30, 2011

	Fire/Ambulance Projects					PD Station Ramp & Stairs	Highway Equipment
	West Kennebunk Fire Station	Dry Hydrants	Fire Trucks Tanker & Ladder				
ASSETS							
Cash	\$ -	\$ -	\$ -	-	\$ -	-	\$ -
Investments	-	-	-	-	-	-	-
Accounts receivable	-	-	-	-	-	-	-
Due from other funds	12,321	9,969	107,019		40,000		-
TOTAL ASSETS	<u>\$ 12,321</u>	<u>\$ 9,969</u>	<u>\$ 107,019</u>		<u>\$ 40,000</u>		<u>\$ -</u>
LIABILITIES							
Due to other funds	\$ -	\$ -	\$ -	-	\$ -	-	\$ -
TOTAL LIABILITIES	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>		<u>-</u>
FUND EQUITY							
Fund balance:							
Nonspendable	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-
Committed	-	-	107,019	40,000	-	-	-
Assigned	12,321	9,969	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-
TOTAL FUND EQUITY	<u>12,321</u>	<u>9,969</u>	<u>107,019</u>		<u>40,000</u>		<u>-</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 12,321</u>	<u>\$ 9,969</u>	<u>\$ 107,019</u>		<u>\$ 40,000</u>		<u>\$ -</u>

SCHEDULE F (CONTINUED)

TOWN OF KENNEBUNK, MAINE

COMBINING BALANCE SHEET – NONMAJOR CAPITAL PROJECT FUNDS  
JUNE 30, 2011

	Town Hall Equipment	Debt Service & Town Hall Lease/Purchase	Town Hall Projects	Oak Bluff Reconstruction USDA Grant	Culverts & Basins Mousam Ridge Drainage
<b>ASSETS</b>					
Cash	\$ -	\$ -	\$ -	\$ -	\$ -
Investments	-	-	-	-	-
Accounts receivable	-	-	-	-	-
Due from other funds	6,851	363,684	90,252	-	10,000
<b>TOTAL ASSETS</b>	<u>\$ 6,851</u>	<u>\$ 363,684</u>	<u>\$ 90,252</u>	<u>\$ -</u>	<u>\$ 10,000</u>
<b>LIABILITIES</b>					
Due to other funds	\$ -	\$ -	\$ -	\$ 44,000	\$ -
<b>TOTAL LIABILITIES</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>44,000</u>	<u>-</u>
<b>FUND EQUITY</b>					
Fund balance:					
Nonspendable	-	-	-	-	-
Restricted	-	-	-	-	-
Committed	6,851	363,684	90,252	-	-
Assigned	-	-	-	-	10,000
Unassigned	-	-	-	(44,000)	-
<b>TOTAL FUND EQUITY</b>	<u>6,851</u>	<u>363,684</u>	<u>90,252</u>	<u>(44,000)</u>	<u>10,000</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$ 6,851</u>	<u>\$ 363,684</u>	<u>\$ 90,252</u>	<u>\$ -</u>	<u>\$ 10,000</u>

## TOWN OF KENNEBUNK, MAINE

COMBINING BALANCE SHEET – NONMAJOR CAPITAL PROJECT FUNDS  
JUNE 30, 2011

	Budget Board	Cable		Public Works Projects			
		Broadcast Equipment	Bicycle Impact	Parking Lots	High St. Alfred Rd. Port Rd.		
ASSETS							
Cash	\$ -	\$ -	\$ -	\$ -	\$ -		
Investments	-	-	-	-	-		
Accounts receivable	-	-	-	-	-		
Due from other funds	117,428	-	77,341	6,000	-		
TOTAL ASSETS	<u>\$ 117,428</u>	<u>\$ -</u>	<u>\$ 77,341</u>	<u>\$ 6,000</u>	<u>\$ -</u>		
LIABILITIES							
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL LIABILITIES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>		
FUND EQUITY							
Fund balance:							
Nonspendable	-	-	-	-	-		
Restricted	-	-	-	-	-		
Committed	117,428	-	-	-	-		
Assigned	-	-	77,341	6,000	-		
Unassigned	-	-	-	-	-		
TOTAL FUND EQUITY	<u>117,428</u>	<u>-</u>	<u>77,341</u>	<u>6,000</u>	<u>-</u>		
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 117,428</u>	<u>\$ -</u>	<u>\$ 77,341</u>	<u>\$ 6,000</u>	<u>\$ -</u>		



SCHEDULE F (CONTINUED)

TOWN OF KENNEBUNK, MAINE

COMBINING BALANCE SHEET – NONMAJOR CAPITAL PROJECT FUNDS  
JUNE 30, 2011

	Dorothy Stevens Center	Police Vehicles & Equipment	Park St. & Cousens Sch. Purchase	Energy Efficient Improvements	Fire Ambulance Equipment
ASSETS					
Cash	\$ -	\$ -	\$ -	\$ -	\$ -
Investments	-	-	-	-	-
Accounts receivable	-	-	-	-	-
Due from other funds	258	19,709	63,608	123,153	68,851
TOTAL ASSETS	<u>\$ 258</u>	<u>\$ 19,709</u>	<u>\$ 63,608</u>	<u>\$ 123,153</u>	<u>\$ 68,851</u>
LIABILITIES					
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LIABILITIES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND EQUITY					
Fund balance:					
Nonspendable	-	-	-	-	-
Restricted	-	-	-	-	-
Committed	-	-	-	-	68,851
Assigned	258	19,709	63,608	123,153	-
Unassigned	-	-	-	-	-
TOTAL FUND EQUITY	<u>258</u>	<u>19,709</u>	<u>63,608</u>	<u>123,153</u>	<u>68,851</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 258</u>	<u>\$ 19,709</u>	<u>\$ 63,608</u>	<u>\$ 123,153</u>	<u>\$ 68,851</u>

## TOWN OF KENNEBUNK, MAINE

COMBINING BALANCE SHEET – NONMAJOR CAPITAL PROJECT FUNDS  
JUNE 30, 2011

	Town Hall Computer Hardware & Software	Parks & Recreation Projects	Capital Reserve/Impr.	Communications Lease/Purchase	Totals
<b>ASSETS</b>					
Cash	\$ -	\$ -	\$ -	\$ -	\$ -
Investments	-	-	-	-	-
Accounts receivable	-	-	-	-	-
Due from other funds	12,089	506	6,321	-	1,135,360
<b>TOTAL ASSETS</b>	<u>\$ 12,089</u>	<u>\$ 506</u>	<u>\$ 6,321</u>	<u>\$ -</u>	<u>\$ 1,135,360</u>
<b>LIABILITIES</b>					
Due to other funds	\$ -	\$ -	\$ -	\$ 35,269	\$ 79,269
<b>TOTAL LIABILITIES</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>35,269</u>	<u>79,269</u>
<b>FUND EQUITY</b>					
Fund balance:					
Nonspendable	-	-	-	-	-
Restricted	-	-	-	-	-
Committed	-	-	-	-	794,085
Assigned	12,089	506	6,321	-	341,275
Unassigned	-	-	-	(35,269)	(79,269)
<b>TOTAL FUND EQUITY</b>	<u>12,089</u>	<u>506</u>	<u>6,321</u>	<u>(35,269)</u>	<u>1,056,091</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$ 12,089</u>	<u>\$ 506</u>	<u>\$ 6,321</u>	<u>\$ -</u>	<u>\$ 1,135,360</u>

See accompanying independent auditors' report and notes to financial statements

SCHEDULE G

TOWN OF KENNEBUNK, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –  
NONMAJOR CAPITAL PROJECT FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011

	Fire/Ambulance Projects					PD Station Ramp & Stairs	Highway Equipment
	West Kennebunk Fire Station	Dry Hydrants	Fire Trucks Tanker & Ladder				
REVENUES	\$ -	\$ -	\$ -	-	-	\$ -	\$ -
EXPENDITURES	-	-	123,400	-	-	-	21,840
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	-	-	(123,400)	-	-	-	(21,840)
OTHER FINANCING SOURCES (USES)							
Operating transfers in	-	-	125,000	-	40,000	-	7,616
Operating transfers (out)	(41,526)	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(41,526)	-	125,000	-	40,000	-	7,616
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	(41,526)	-	1,600	-	40,000	-	(14,224)
FUND BALANCES, JULY 1	53,847	9,969	105,419	-	-	-	14,224
FUND BALANCES, JUNE 30	\$ 12,321	\$ 9,969	\$ 107,019	\$ 40,000	\$ -	\$ -	\$ -

SCHEDULE G (CONTINUED)

TOWN OF KENNEBUNK, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –  
NONMAJOR CAPITAL PROJECT FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011

	Town Hall Equipment	Debt Service & Town Hall Lease/Purchase	Town Hall Projects	Oak Bluff Reconstruction USDA Grant	Culverts & Basins Mousam Ridge Drainage
REVENUES	\$ -	\$ 89,542	\$ -	\$ -	\$ -
EXPENDITURES	43,719	920,196	31,722	44,000	-
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(43,719)	(830,654)	(31,722)	(44,000)	-
OTHER FINANCING SOURCES (USES)					
Operating transfers in	20,500	681,147	10,000	-	-
Operating transfers (out)	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	20,500	681,147	10,000	-	-
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	(23,219)	(149,507)	(21,722)	(44,000)	-
FUND BALANCES, JULY 1	30,070	513,191	111,974	-	10,000
FUND BALANCES, JUNE 30	\$ 6,851	\$ 363,684	\$ 90,252	\$ (44,000)	\$ 10,000

SCHEDULE G (CONTINUED)

TOWN OF KENNEBUNK, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –  
NONMAJOR CAPITAL PROJECT FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011

	Public Works Projects				
	Budget Board	Cable Broadcast Equipment	Bicycle Impact	Parking Lots	High St. Alfred Rd. Port Rd.
REVENUES	\$ -	\$ -	\$ 7,200	\$ -	\$ 17,009
EXPENDITURES	44,370	30,000	-	-	165,509
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(44,370)	(30,000)	7,200	-	(148,500)
OTHER FINANCING SOURCES (USES)					
Operating transfers in	50,000	30,000	-	-	-
Operating transfers (out)	-	-	-	-	(37,630)
TOTAL OTHER FINANCING SOURCES (USES)	50,000	30,000	-	-	(37,630)
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	5,630	-	7,200	-	(186,130)
FUND BALANCES, JULY 1	111,798	-	70,141	6,000	186,130
FUND BALANCES, JUNE 30	\$ 117,428	\$ -	\$ 77,341	\$ 6,000	\$ -

SCHEDULE G (CONTINUED)

TOWN OF KENNEBUNK, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –  
NONMAJOR CAPITAL PROJECT FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011

	Dorothy Stevens Center	Police Vehicles & Equipment	Park St. & Cousens Sch. Purchase	Energy Efficient Improvements	Fire Ambulance Equipment
REVENUES	\$ -	\$ -	\$ 91,509	\$ 147,900	\$ -
EXPENDITURES	-	61,338	396,724	24,747	263,638
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	-	(61,338)	(305,215)	123,153	(263,638)
OTHER FINANCING SOURCES (USES)					
Operating transfers in	-	-	-	-	30,000
Operating transfers (out)	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	30,000
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	-	(61,338)	(305,215)	123,153	(233,638)
FUND BALANCES, JULY 1	258	81,047	368,823	-	302,489
FUND BALANCES, JUNE 30	\$ 258	\$ 19,709	\$ 63,608	\$ 123,153	\$ 68,851

SCHEDULE G (CONTINUED)

TOWN OF KENNEBUNK, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES --  
NONMAJOR CAPITAL PROJECT FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011

	Town Hall Computer Hardware & Software	Parks & Recreation Projects	Capital Reserve/Impr.	Communications Lease/Purchase	Totals
REVENUES	\$ -	\$ -	\$ -	\$ -	\$ 353,160
EXPENDITURES	2,805	-	33,686	61,769	2,269,463
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(2,805)	-	(33,686)	(61,769)	(1,916,303)
OTHER FINANCING SOURCES (USES)					
Operating transfers in	-	-	-	-	994,263
Operating transfers (out)	-	-	-	-	(79,156)
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	915,107
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	(2,805)	-	(33,686)	(61,769)	(1,001,196)
FUND BALANCES, JULY 1	14,894	506	40,007	26,500	2,057,287
FUND BALANCES, JUNE 30	\$ 12,089	\$ 506	\$ 6,321	\$ (35,269)	\$ 1,056,091

See accompanying independent auditors' report and notes to financial statements

## TOWN OF KENNEBUNK, MAINE

COMBINING BALANCE SHEET - NONMAJOR PERMANENT FUNDS  
JUNE 30, 2011

	Littlefield Educational Trust	Cemetery Trust		Martha Bragdon Trust	Total
		Monument Lot	Centennial Lot		
<b>ASSETS</b>					
Cash	\$ 90,198	\$ 2,543	\$ 3,517	\$ 6,094	\$ 102,352
Investments	-	-	-	-	-
Due from other funds	-	-	-	-	-
<b>TOTAL ASSETS</b>	<u>\$ 90,198</u>	<u>\$ 2,543</u>	<u>\$ 3,517</u>	<u>\$ 6,094</u>	<u>\$ 102,352</u>
<b>LIABILITIES</b>					
Due to other funds	\$ 16,000	\$ -	\$ -	\$ 3,033	\$ 19,033
<b>TOTAL LIABILITIES</b>	<u>16,000</u>	<u>-</u>	<u>-</u>	<u>3,033</u>	<u>19,033</u>
<b>FUND EQUITY</b>					
Fund balance:					
Nonspendable	-	-	-	-	-
Restricted	74,198	2,543	3,517	3,061	83,319
Committed	-	-	-	-	-
Assigned	-	-	-	-	-
Unassigned	-	-	-	-	-
<b>TOTAL FUND EQUITY</b>	<u>74,198</u>	<u>2,543</u>	<u>3,517</u>	<u>3,061</u>	<u>83,319</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<u>\$ 90,198</u>	<u>\$ 2,543</u>	<u>\$ 3,517</u>	<u>\$ 6,094</u>	<u>\$ 102,352</u>

See accompanying independent auditors' report and notes to financial statements



## TOWN OF KENNEBUNK, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – PERMANENT FUNDS  
FOR THE YEAR ENDED JUNE 30, 2011

	Littlefield Educational Trust	Cemetery Trust Monument Lot	Centennial Lot	Martha Bragdon Trust	Total
REVENUES	\$ 200	\$ 4	\$ 4	\$ 15	\$ 223
EXPENDITURES	4,000	-	-	1,308	5,308
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(3,800)	4	4	(1,293)	(5,085)
OTHER FINANCING SOURCES (USES)					
Operating transfers in	-	-	-	-	-
Operating transfers (out)	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER (USES)	(3,800)	4	4	(1,293)	(5,085)
FUND BALANCES, JULY 1	77,998	2,539	3,513	4,354	88,404
FUND BALANCES, JUNE 30	\$ 74,198	\$ 2,543	\$ 3,517	\$ 3,061	\$ 83,319

See accompanying independent auditors' report and notes to financial statements

## **REPORT OF THE BUDGET BOARD**

The fiscal year 2012-2013 budget process took place at the Town Hall and mostly concentrated in the month of February, 2012. Representatives of the Budget Board and Board of Selectmen, as well as the Town Manager and the Finance Director, were in attendance at each meeting. Department Heads and citizens of Kennebunk were also on hand if agenda items were applicable to their interests.

After a brief summary of each departmental budget by the Town Manager, the Budget Board members were first given an opportunity to ask questions, make comments, and motion to approve the budget prior to participation from the Selectmen. I appreciate the order of this process in so much as the Budget Board is advisory in its capacity and the Selectmen would not exactly know what our "advise" was until they first received a consensus from our members.

The meetings were productive and without much controversy. This led to a smooth and rapid budget process. Thanks to the highly organized presentation of material by the Department Heads and the Finance Director, many questions were not necessary as the backup information was already included.

Some points worth noting for this fiscal year:

- Several key positions in the town government received higher than usual pay increases due to market forces (it should be noted that their salaries remain unchanged over the previous four years).
- The capital budget (the items the Town buys which are expected to last longer than one year) was significantly greater this year to essentially catch up on prior year deferrals.
- Charitable contributions in the amount of \$32,115 were again approved by both Boards. Although this is not a significant budget item in size, discussion developed regarding the fact that these charities should not become perennially dependent upon the largesse of the Town. One could question the appropriateness the Town of Kennebunk, itself a not-for-profit organization, dictating to its taxpayers to which charities they must contribute.

I would like to thank members of both Boards for a productive budget process with special recognition to Town Manager Barry Tibbetts and Finance Director Joel Downs for their simplified yet thorough presentation of hundreds of pages of material.

Respectfully submitted,

Peter Marshall  
**Chairman**

**PROPOSED**  
**2012-13 BUDGET**

# TOWN OF KENNEBUNK

## PROPOSED BUDGET BY REFERENDUM QUESTION

Categories	2012 Budget	2013 Budget Request
Selectmen	\$29,089	\$29,924
Town Clerk & Ballot Clerks	124,065	124,359
Town Manager	154,915	162,859
Assessors	164,143	171,487
General Government & Finance	581,167	586,943
Community Development (Planning & Code Enforcement)	250,994	262,454
General Assistance	85,150	76,650
Town Hall	192,221	194,117
Computer/Information Systems	159,653	165,072
Employee Benefits	1,531,850	1,525,052
Boards, Committees & Commissions	58,953	50,253
Agencies	30,815	32,115
<b>General Government Services (Article #4; Referendum Question #2)</b>	<b>\$3,363,015</b>	<b>\$3,381,285</b>
Police & Communications	\$2,036,463	\$2,054,824
Harbormaster	14,500	14,825
Fire	551,096	577,755
EMS / Ambulance	847,962	844,192
Civil Emergency Preparedness	5,188	5,215
<b>Public Safety (Article #5; Referendum Question #3)</b>	<b>\$3,455,209</b>	<b>\$3,496,811</b>
Public Works - Highway & Parks	\$1,116,582	\$1,126,706
Recycling	212,762	219,570
Hydrants & Street Lights	401,889	408,467
Recreation, Recreation Facilities & Lifeguards	686,329	698,829
<b>Public Services (Article #6; Referendum Question #4)</b>	<b>\$2,417,562</b>	<b>\$2,453,572</b>
Capital Plan & Debt Service (Article #7; Referendum Question #5)	<b>\$667,240</b>	<b>\$821,458</b>

*(Continued on the following page)*

# TOWN OF KENNEBUNK

## PROPOSED BUDGET BY REFERENDUM QUESTION

Categories	2012 Budget	2013 Budget Request
Kennebunk Free Library (Article #8; Referendum Question #6)	\$480,567	\$494,984
Total Gross Municipal Budget	\$10,383,593	\$10,648,110
Estimated Revenues (including Reserves)	(\$3,539,596)	(\$3,555,590)
Total Net Municipal Budget	\$6,843,997	\$7,092,520
Transfer from General Fund Balance (Surplus) to Capital & Debt Service Fund for Projects, Assets and Reserves (Article #9; Referendum Question #7)	\$807,600	\$629,833
Transfer from General Fund Balance (Surplus) to Capital & Debt Service Fund for Future Debt Service Payments (Article #10; Referendum Question #8)		\$340,000
New Debt (Bonds, Short-term Notes, or Lease/Purchase Agreements) Authorization for Capital Projects and Assets - to be paid from General Fund (Article #11; Referendum Question #9)		\$1,473,400
New Debt (Bonds, Short-term Notes, or Lease/Purchase Agreements) Authorization for Capital Projects and Assets - to be paid from West Kennebunk TIF Special Revenue Fund - Utility Corridor (Article #12; Referendum Question #10)		\$270,000

**Full budget detail by account is available at the Town's website and  
at the Town Hall. (Web address: <http://www.kennebunkmaine.us>)**

**TOWN OF KENNEBUNK**  
**2013 BUDGET TOTALS**  
**by REFERENDUM QUESTION**

<u>Classification</u>	<u>Ref. Question No.</u>	<u>Expense</u>	<u>Estimated Revenue</u>	<u>Excise Tax (E) Reserve (R)</u>	<u>Proposed Net Tax Appropriation</u>
General Government Services	2	\$3,381,285	\$428,400		\$2,952,885
Public Safety	3	3,496,811	806,000	\$1,700,000 (E)	990,811
Public Services	4	2,453,572	557,000		1,896,572
Debt Service (principal & int.)	5	821,458	60,190		761,268
Library	6	494,984		4,000 (R)	490,984
<b>TOTAL</b>		<b>\$10,648,110</b>	<b>\$1,851,590</b>	<b>\$1,704,000</b>	<b>\$7,092,520</b>

**NON-BUDGETARY TOTALS**  
**by REFERENDUM QUESTION**  
**(no effect on property tax mil rate)**

<b>Spending of Unassigned General Fund Balance ("Surplus")</b>		<u>Amount</u>
<u>Long-Term Capital Infrastructure Projects (Capital Fund)</u>		
MDOT Roads Maintenance and Reconstruction - Joint Funding with Town		\$336,000
Trees - Parsons Beach Road		15,000
<u>Transfer To Capital, Debt Service &amp; Reserve Accounts (Capital Fund)</u>		
Budget Board Capital Improvements Account		50,000
Board of Selectmen Capital Reserve Account		50,000
<u>Long-Term Capital Assets &amp; Projects (Capital Fund)</u>		
Police Dept - In-cruiser video recording system (seven units for \$47,000 total; \$20,000 were reserved last year)		27,000
Fire Dept - Central Station drainage system repair		12,000
EMS - Automatic defibrillators (six for PD, seven for FD, one for Town Hall, two for lifeguards)		24,833
Computer System - Engineer - hardware & software		15,000
Assessors & Community Development - Printer/plotter/scanner		20,000
Community Development - Town projects & surveys		5,000
Town Hall - Window insulation		15,000
Town Hall & Central Station- Slate roof repair		60,000
<b>TOTAL</b>	<b>Referendum Question No. 7</b>	<b>\$629,833</b>

(Continued on the following page)

**NON-BUDGETARY TOTALS**  
**by REFERENDUM QUESTION**  
**(no effect on property tax mil rate)**

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**Reserving of Unassigned General Fund Balance ("Surplus")**

Amount

Transfer To Capital, Debt Service & Reserve Accounts (Capital Fund)

Debt Service - reserve to reduce future debt service requirements

\$340,000

**TOTAL**

**Referendum Question No. 8**

**\$340,000**

---

**PROPOSED NEW DEBT**  
**(general obligation bonds, short-term notes**  
**or lease/purchase agreements)**  
**by REFERENDUM QUESTION**

Amount

Long-Term Capital Infrastructure Projects (Capital Fund)

Town Roads Maintenance and Reconstruction

\$499,500

Town Sidewalks

153,900

Drainage - Mousam Ridge

128,000

Long-Term Capital Assets & Projects (Capital Fund)

Police Dept - Two patrol cars

67,000

Public Works - Snowblower & mower

145,000

Recreation - Bus

105,000

Town Hall - HVAC system

375,000

**TOTAL**

**Referendum Question No. 9**

**\$1,473,400**

---

**PROPOSED NEW DEBT**  
**(general obligation bonds, short-term notes**  
**or lease/purchase agreements)**  
**by REFERENDUM QUESTION**

Amount

Long-Term Capital Assets & Projects (Capital Fund)

Fire Dept - Division Chief/Duty Officer vehicle

\$35,000

Fire Dept - Brush truck

40,000

Public Works - Tandem axle dump/plow truck

195,000

**TOTAL**

**Referendum Question No. 10**

**\$270,000**

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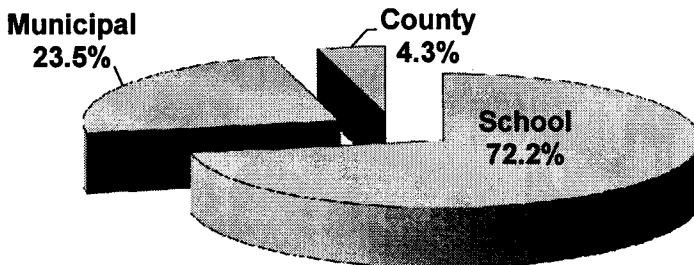
# **TOWN OF KENNEBUNK CHRONOLOGY OF PROPERTY TAX RATES**

	<u>FY 10-11</u>	<u>FY 11-12</u>	<u>ESTIMATED FY 12-13</u>
School	\$19,192,939	\$19,503,319	\$19,529,170
County	1,160,756	1,113,468	1,152,525
TIF	600,425	614,655	621,058
Municipal Appropriations	6,845,742	6,843,997	7,092,520
Overlay	463,497	608,939	500,000
Total Appropriations	28,263,359	28,684,378	28,895,273
Less:			
State Rev. Sharing	614,000	600,000	600,000
Homestead & BETE	166,892	193,299	120,000
Total Revenues	780,892	793,299	720,000
Net Commitment	<u>\$27,482,467</u>	<u>\$27,891,079</u>	<u>\$28,175,273</u>
Taxable Valuation	\$1,922,409,300	\$1,936,880,500	\$1,936,880,500
<u>Municipal Gross Budget</u>			
Proposed	\$10,204,895	\$10,383,593	\$10,648,110
Approved	\$10,188,895	\$10,383,593	

			<u>ESTIMATED RATE</u>
<b>Property Tax Rate</b>	<b>\$14.30</b>	<b>\$14.40</b>	<b>\$14.55</b>

## **PROPERTY TAX DISTRIBUTION**

	<u>FY 10-11</u>		<u>FY 11-12</u>		<u>FY 12-13</u>	
	<u>%</u>	<u>\$</u>	<u>%</u>	<u>\$</u>	<u>%</u>	<u>\$</u>
School	72.65	10.39	73.13	10.53	72.19	10.50
Municipal	22.96	3.28	22.69	3.27	23.55	3.43
County	<u>4.39</u>	<u>0.63</u>	<u>4.18</u>	<u>0.60</u>	<u>4.26</u>	<u>0.62</u>
Total	100%	\$14.30	100%	\$14.40	100%	\$14.55





**WARRANT FOR THE  
ANNUAL TOWN MEETING  
JUNE 12, 2012**

To Merton Brown, a resident of the Town of Kennebunk in the County of York and State of Maine:

**GREETINGS:**

In the name of the State of Maine, you are hereby required to notify and warn the Inhabitants of the said Town of Kennebunk, qualified by law to vote in Town affairs, to assemble in the Edward C. Winston Town Hall Auditorium of said Town on Tuesday, the 12<sup>th</sup> day of June, A.D. 2012 at eight (8:00) o'clock in the forenoon, then and there to act on the articles listed below.

The polls will open as soon as Article 1 has been acted upon and will remain open to vote on Articles 2 through 22 until eight (8:00) o'clock in the evening.

The Registrar hereby gives notice that the Town Clerk's Office will be open for the purpose of registering voters and correcting a list of voters on Tuesday, June 5, 2012 and Wednesday, June 6, 2012 from 8:00 a.m. to 4:30 p.m. and Thursday, June 7, 2012 from 8:00 a.m. to 7:30 p.m. The Registrar will be in the Edward C. Winston Town Hall Auditorium on Election Day, June 12, 2012 until the closing of the polls to register voters and to correct names and addresses.

**Article 1:** To choose a Moderator to preside at said meeting.

**Article 2:** To choose, by ballot, the following Town Officials, namely, Three Selectmen, for three years; One Trustee for the Kennebunk Light & Power District, for five years; Two Trustees for the Kennebunk Sewer District, for three years; and Two RSU # 21 Board of Directors for three years.

**Article 3: Referendum Question 1:** To see if the Town will vote to amend the Town Charter as shown below.

**Sec. 3.06                      Enumeration of Powers  
Selectmen shall have the following powers and duties:**

...

- 4) To oversee, monitor and account for the appropriations; warrants authorizing all disbursement of Town funds must be signed by (a) the Town Manager or the Finance Director and (b) one or more Selectmen. The Board of Selectmen may, after a duly advertised public hearing, vote to carry-over any unexpended year-end balance from any account previously approved by Town meeting vote from the then-current fiscal year to the next fiscal year in that same account, which carry over balances shall be deemed appropriated for that same account for that next fiscal year. The Board of Selectmen may transfer funds from accounts with balances to cover overdrafts in other accounts. The Board of Selectmen, by a concurring vote of at least a majority of all of its members, plus one, may vote to authorize additional appropriation(s) for the then-current operating budget to be funded from either (a) unanticipated revenues or (b) from the Town's undesignated fund balance ("surplus") for any emergency affecting the public health, safety or welfare. The sum of any or all such appropriation(s) in any single fiscal year may not exceed one-half (½) of 1% of the municipal operating budget (exclusive of the school budget) for the then-current budget year. Any such vote of the Board of Selectmen shall be supported by written findings identifying the emergency.

...

[Note: Additions are underlined and deletions are ~~struck through~~.]

Selectmen recommend acceptance of this article by a majority vote.

YES

NO

**Article 4: Referendum Question 2:** To see if the Town will vote to appropriate \$3,381,285 for General Government Services (Selectmen, Town Clerk's Office, Assessor's Office, Town Manager's Office, General Government and Finance Office, Community Development Division, Town Hall Maintenance, Computer Department, General Assistance and Social Services, Employee Benefits, Boards and Commissions, and Agencies) with \$428,400 to be funded from estimated revenues and \$2,952,885 to be raised by assessment.

Selectmen recommend acceptance of this article by a majority vote.  
(Selectmen did not vote for their own budget.)

Budget Board recommends acceptance of this article by a majority vote.

**YES**

**NO**

**Article 5: Referendum Question 3:** To see if the Town will vote to raise and appropriate \$3,496,811 for Public Safety (Police and Communications, Harbormaster, Fire, Ambulance, and Civil Emergency Preparedness) with \$2,506,000 to be funded from estimated revenues and \$990,811 to be raised by assessment.

Selectmen recommend acceptance of this article by a majority vote.

Budget Board recommends acceptance of this article by a majority vote.

**YES**

**NO**

**Article 6: Referendum Question 4:** To see if the Town will vote to appropriate \$2,453,572 for Public Services (Highway and Parks, Recycling, Hydrants and Street Lights, Recreation, Recreation Facilities, and Lifeguards) with \$557,000 to be funded from estimated revenues and \$1,896,572 to be raised by assessment.

Selectmen recommend acceptance of this article by a majority vote.

Budget Board recommends acceptance of this article by a majority vote.

**YES**

**NO**

**Article 7: Referendum Question 5:** To see if the Town will vote to appropriate \$821,458 for Debt Service (principal and interest of bond & lease/purchase payments) with \$60,190 to be funded from estimated revenues and \$761,268 to be raised by assessment.

Selectmen recommend acceptance of this article by a vote of 6 in favor, 1 opposed.

Budget Board recommends acceptance of this article by a vote of 5 in favor, 0 opposed, 2 absent.

**YES**

**NO**

**Article 8: Referendum Question 6:** To see if the Town will vote to appropriate \$494,984 for the Kennebunk Free Library with \$490,984 to be raised by assessment, \$4,000 to be funded from trust reserves.

Selectmen recommend acceptance of this article by a vote of 5 in favor, 0 opposed, 2 absent.

Budget Board recommends acceptance of this article by a vote of 6 in favor, 0 opposed, 1 absent.

**YES**  
**NO**

**Article 9: Referendum Question 7:** To see if the Town will vote to transfer from the unassigned general fund balance ("surplus") the sum of \$629,833 and appropriate the same for the transfer or purchase for road and sidewalk improvement projects, capital equipment and vehicles and other Town projects, capital improvement and equipment reserves.

Selectmen recommend acceptance of this article by a vote of 6 in favor, 0 opposed, 1 abstention.

Budget Board recommends acceptance of this article by a vote of 5 in favor, 0 opposed, 2 absent.

(A copy of the proposed projected capital infrastructure projects, transfers to capital and reserve accounts, and other capital assets and projects is available in the Town Clerk's Office.)

**YES**  
**NO**

**Article 10: Referendum Question 8:** To see if the Town will vote to transfer from the unassigned general fund balance ("surplus") the sum of \$340,000 and appropriate the same to reduce future debt service requirements.

Selectmen recommend acceptance of this article by a vote of 6 in favor, 0 opposed, 1 abstention.

Budget Board voted 3 in favor, 1 opposed, 2 absent, 1 abstention.

*(Note: These funds are intended to pay two years of future debt service if voters approve Article 11, Referendum Question 9.)*

YES

NO

**Financial Statement for Article 11 and 12:** The issuance of bonds by the Town of Kennebunk is one of the ways in which the Town borrows money for certain purposes. The following is a summary of the bonded indebtedness of the Town of Kennebunk as of April 30, 2012.

Bonds Now Outstanding and Unpaid	\$ 7,445,000
Interest to be Repaid on Outstanding Bonds	<u>\$ 1,677,293</u>
Total to be Repaid on Bonds Outstanding	<u>\$ 9,122,293</u>

**Bonds Authorized But Not Yet Issued:**

Lower Village Enhancement Project	\$ 600,000
Estimated Interest on Lower Village Enhancement Project	<u>\$ 192,000</u>
Total Bonds Authorized But Not Yet Issued and Estimated Interest	<u>\$ 792,000</u>

**Additional Bonds to be issued if Approved by Voters:**

**Article 11**, For road, sidewalk and drainage improvement projects, replacement or repair of Town Hall heating, ventilation and air conditioning, and other Town projects, capital improvements, vehicles and equipment. \$ 1,473,400

**Article 12**, For fire trucks (one brush truck, one pick-up truck) and a tandem axle dump/plow truck. \$ 270,000

**Estimate of Potential New Interest on Such Additional Bonds**

**Article 11**, For road, sidewalk and drainage improvement projects, replacement or repair of Town Hall heating, ventilation and air conditioning, and other Town projects, capital improvements, vehicles and equipment. \$ 419,536

**Article 12**, For fire trucks (one brush truck, one pick-up truck) and a tandem axle dump/plow truck. \$ 32,400

Total Additional Bonds to be Issued and Estimated Interest if Approved by Voters:	<u>\$ 2,195,336</u>
-----------------------------------------------------------------------------------	---------------------

When money is borrowed by issuing bonds, the Town must repay not only the principal amount of the bonds but also interest on the bonds. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the estimates made of the costs involved, including varying interest rates, the estimated cost of

interest on the bond amount to be issued and the total cost of principal and interest to be paid at maturity.

/s/ \_\_\_\_\_  
Joel E. Downs,  
Treasurer, Town of Kennebunk

**Article 11: Referendum Question 9:** To see if the Town will vote to approve a general obligation bond borrowing, short-term note borrowings or lease/purchase agreements, of up to \$1,473,400, or combination thereof as determined by the Board of Selectmen, for the purpose of financing the transfers or purchases for road, sidewalk and drainage improvement projects, replacement or repair of Town Hall heating, ventilation and air conditioning, and other Town projects, capital improvements, vehicles and equipment, hereby authorized, with the bonds and notes to be issued with or without call provisions and with such dates, maturities, denominations, interests rate(s), redemption provisions and other details as the Municipal Officers shall determine (total estimated debt service of \$1,892,936 of which principal is \$1,473,400 and estimated interest at 4.00% over 15 years is \$419,536) and to accept any monetary or in-kind donations and grants for this project.

Selectmen request acceptance of this article by a vote of 7 in favor, 0 opposed.

Budget Board recommends acceptance of this article by a vote of 5 in favor, 0 opposed, 2 absent.

(Information about the proposed projected capital infrastructure projects, transfers to capital and reserve accounts, and other capital assets and projects is available in the Town Clerk's Office.)

*(Note: The bonds to be issued, if approved by the voters, may have a first-year bond payment (principal and interest) estimated to be \$180,358, starting in fiscal year 2012-13 or fiscal year 2013-14, depending when the bonds are issued. The average annual bond payment (principal and interest) over the 15-year term is estimated to be \$126,196 per year.)*

YES  
NO

**Article 12: Referendum Question 10:** To see if the Town will vote to approve a general obligation bond borrowing, or short-term note

borrowings or lease/purchase agreements, of up to \$270,000, or combination thereof as determined by the Board of Selectmen, for the purpose of financing the transfer or purchase of fire trucks (one brush truck, one pick-up truck), a tandem axle dump/plow truck, and related equipment, hereby authorized, with the bonds and notes to be issued with or without call provisions and with such dates, maturities, denominations, interests rate(s), redemption provisions and other details as the Municipal Officers shall determine (total estimated debt service of \$302,400 of which principal is \$270,000 and estimated interest at 4.00% over 5 years is \$32,400) and to accept any monetary or in-kind donations and grants for this project.

*(Note: Funds collected through the West Kennebunk Tax Increment Financing District-Utility Corridor (TIF) shall be used to pay the debt service on any borrowing authorized; therefore, the TIF funds are anticipated to be sufficient to pay debt service on the bonds and thus this article should not cause an increase to the property tax mil rate. The bonds to be issued, if approved by the voters, may have a first-year bond payment (principal and interest) estimated to be \$63,720, starting in fiscal year 2012-13 or fiscal year 2013-14, depending when the bonds are issued. The average annual bond payment (principal and interest) over the 5-year term is estimated to be \$60,480 per year.)*

Selectmen request acceptance of this article by a vote of 7 in favor, 0 opposed.

Budget Board recommends acceptance of this article by a vote of 4 in favor, 1 opposed, 2 absent.

(Information about these trucks is available in the Town Clerk's Office.)

**YES**

**NO**

**Article 13: Referendum Question 11:** To see if the Town will authorize the Board of Selectmen to carry forward to the 2011-12 budget, operational and capital account balances unexpended from the 2010-11 budget, as the Board of Selectmen shall determine as needed, or transfer funds from accounts with balances to cover overdrafts in other accounts for the 2010-11 budget if deemed necessary.

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

*(Note: This Article was mistakenly omitted from last year's Annual Town Meeting ballot. This question relates to balances in the following accounts: Heating Assistance, Training, Donations, Boards & Committees, Operational and Capital accounts.)*

**YES**  
**NO**

**Article 14: Referendum Question 12:** To see if the Town will authorize the Board of Selectmen to carry forward to the 2012-13 budget, operational and capital account balances unexpended from the 2011-12 budget, as the Board of Selectmen shall determine as needed, or transfer funds from accounts with balances to cover overdrafts in other accounts for the 2011-12 budget if deemed necessary.

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

*(Note: This request is for the next fiscal year.)*

**YES**  
**NO**

**Article 15: Referendum Question 13:** To see if the Town will vote to accept conservation easement enforcement rights from the Kennebunk Land Trust on the "Tideview Preserve" parcel (Map 74, Lot 4), pursuant to certain written declarations, copies of which are currently available in the Town Assessor's office and that are to be approved by the Board of Selectmen, where such enforcement rights do not obligate the Town to act unless the Board of Selectmen elects to do so.

(Information about this Article is available in the Town Clerk's Office.)

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

**YES**  
**NO**

**Article 16: Referendum Question 14:** Shall an ordinance entitled "2012 Amendments to the Town's 2-4 Limited or Prohibited Conveyances Ordinance" be enacted?



(A copy of the proposed ordinance change is available for review and inspection at the Town Clerk's Office; and will also be on the Town's website at: [www.kennebunkmaine.us](http://www.kennebunkmaine.us))

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

**YES**

**NO**

**Article 17: Referendum Question 15:** Shall an ordinance entitled "2012 Amendments to the Town's 3-4 Dog Ordinance" be enacted?

(A copy of the proposed ordinance change is available for review and inspection at the Town Clerk's Office; and will also be on the Town's website at: [www.kennebunkmaine.us](http://www.kennebunkmaine.us))

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

**YES**

**NO**

**Article 18: Referendum Question 16:** Shall an ordinance entitled "2012 Amendments to the Town's 3-19 Noise Control Ordinance" be enacted?

(A copy of the proposed ordinance change is available for review and inspection at the Town Clerk's Office; and will also be on the Town's website at: [www.kennebunkmaine.us](http://www.kennebunkmaine.us))

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

**YES**

**NO**

**Article 19: Referendum Question 17:** Shall an ordinance entitled "2012 Amendments to the Town's 4-5 Floodplain Management Ordinance" be enacted?

(A copy of the proposed ordinance change is available for review and inspection at the Town Clerk's Office; and will also be on the Town's website at: [www.kennebunkmaine.us](http://www.kennebunkmaine.us))

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

YES  
NO

**Article 20: Referendum Question 18:** Shall an ordinance entitled “2012 Amendments to the Town’s 4-7 Property Tax Assistance Ordinance” be enacted?

(A copy of the proposed ordinance change is available for review and inspection at the Town Clerk’s Office; and will also be on the Town’s website at: [www.kennebunkmaine.us](http://www.kennebunkmaine.us))

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

YES  
NO

**Article 21: Referendum Question 19:** Shall an ordinance entitled “2012 Amendments to the Town’s 6-2 Ordinance Prohibiting Street Vending within the Coastal Residential District” be enacted?

(A copy of the proposed ordinance change is available for review and inspection at the Town Clerk’s Office; and will also be on the Town’s website at: [www.kennebunkmaine.us](http://www.kennebunkmaine.us))

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

YES  
NO

**Article 22: Referendum Question 20:** Shall an ordinance entitled “2012 Amendments to the Town’s Zoning Ordinance to Adopt Changes to Article 7, Section 2.F Special Exception Application Procedures” be enacted?

(Copies of the proposed amendment are on file and may be reviewed in the Town Planner’s office or may be viewed on the Town’s website, [www.kennebunkmaine.us](http://www.kennebunkmaine.us))

Selectmen recommend acceptance of this article by a vote of 7 in favor, 0 opposed.

YES  
NO

## REGULAR MEETING SCHEDULES

**Affordable Housing Committee:** Meets 4<sup>th</sup> Thursday at 4:00 p.m. as needed

**Board of Assessment Review:** Meets as needed.

**Board of Selectmen:** Meets 2<sup>nd</sup> and 4<sup>th</sup> Tuesday at 6:30 p.m. \*

**Budget Board:** Meets as needed.

**Cable TV & Video Committee:** Meets 1<sup>st</sup> Wednesday at 4:00 p.m. as needed

**Community Garden Committee:** Meets 4<sup>th</sup> Wednesday at 5:15 p.m.

**Conservation Commission:** Meets 1<sup>st</sup> and 3<sup>rd</sup> Monday at 7:00 p.m.

**Dog Advisory Committee:** Meets 2<sup>nd</sup> Wednesday at 6:30 p.m. at the  
Washington Hose Fire Station in Lower Village.

**Downtown Committee:** Meets 2<sup>nd</sup> Thursday at 8:00 a.m.

**Economic Development Committee:** Meets 2<sup>nd</sup> Thursday at 5:00 p.m.

**Energy Efficiency Committee:** Meets 2<sup>nd</sup> and 4<sup>th</sup> Wednesday at 5:30 p.m.

**Festival Committee:** Meets 2<sup>nd</sup> Monday at 8:30 a.m.

**Historic Preservation Commission:** Meets 2<sup>nd</sup> and 4<sup>th</sup> Monday at 7:30 p.m.

**Lower Village Committee:** Meets 1<sup>st</sup> Monday at 8:00 a.m. at the  
Washington Hose Fire Station in Lower Village.

**Recreation Committee:** Meets 1<sup>st</sup> Wednesday at 4:30 p.m.

**Planning Board:** Meets 2<sup>nd</sup> and 4<sup>th</sup> Monday at 7:00 p.m. \*

**River Committee:** Meets 3<sup>rd</sup> Tuesday at 7:00 p.m.

**Shellfish Committee:** Meets last Tuesday at 7:00 p.m. as needed

**Site Plan Review Board:** Meets 3<sup>rd</sup> Thursday at 7:00 p.m. as needed \*

**Street Light Committee:** Meets as needed.

**Treasure Chest Monitoring Committee:** Meets as needed.

**Tree Committee:** Meets 1<sup>st</sup> Thursday at 5:00 p.m.

**West Kennebunk Village Committee:** Meets 1<sup>st</sup> Thursday at 5:00 p.m.  
at the Dorothy Stevens Community Center in West Kennebunk.

**Zoning Board of Appeals:** Meets 3<sup>rd</sup> Monday at 7:00 p.m.

The above meetings are held on the third floor  
of the Town Hall unless otherwise noted.

All meetings are open to the public. Your attendance is welcomed.  
Volunteers are often needed for Committees. Please contact the Town  
Manager's Office at 985-2102 x 1308 for information on how to join.

**Kennebunk Light & Power District:** Meets last Tuesday at 6:30 p.m. at  
the District Office at 4 Factory Pasture Lane.

**Kennebunk Sewer District:** Meets 1<sup>st</sup> Tuesday at 7:00 p.m. at the District  
Office at 71 Water Street.

**Kennebunk, Kennebunkport & Wells Water District:** Typically meets  
4<sup>th</sup> Wednesday at 3:00 p.m. at the District Office at 92 Main Street,  
except for Nov./Dec. when they meet on the 3<sup>rd</sup> Wednesday.

**RSU 21 Board of Directors:** Meets 1<sup>st</sup> and 3<sup>rd</sup> Monday at 7:00 p.m. at  
Kennebunk Elementary School Room A102 - Live stream of the  
meetings on [www.RSU21.net](http://www.RSU21.net)

\* Meetings are broadcast live on Cable TV, Channel 5

## TELEPHONE NUMBERS

### EMERGENCY

Ambulance.....	9-1-1 Emergency TTY/Voice
Fire.....	9-1-1 Emergency TTY/Voice
Police .....	9-1-1 Emergency TTY/Voice
Non-Emergency Police Calls.....	Voice: 985-6121 TTY: 985-3034
Non-Emergency Fire Calls (Fire Chief).....	985-2102, ext. 1340
Non-Emergency Rescue Calls (EMS Director).....	985-2102, ext. 1315

### INFORMATION

Administration .....	985-2102, ext.1606
Assessor's Office (Tax Assessment).....	985-2102, ext.1605
Automobile Registrations (Excise Taxes).....	985-2102, ext.1606
Registry of Motor Vehicles.....	985-4890
Chamber of Commerce.....	967-0857
Code Enforcement Officer (Bldg. & Plumbing Permits) .....	985-2102, ext.1303
Community Development Director.....	985-2102, ext.1303
Dogs (Animal Control).....	985-6121
Licenses - Town Clerk .....	985-2102, ext.1326
Animal Shelter .....	985-3244
Economic Development.....	985-4852
Finance Director.....	985-2102, ext.1327
General Assistance.....	985-2102, ext.1342
HomeHealth Visiting Nurses (formerly SMMC Visiting Nurses).....	284-4566
Library (Kennebunk Free Library).....	985-2173
Public Works & Parks Department (Sea Road) .....	985-4811
Recreation Department .....	985-2102, ext.1335
School (Superintendent).....	985-1100
Solid Waste Disposal (Sea Road - Recycling, Transfer Station).....	985-6778
Tax Collector .....	985-2102, ext.1606
Town Clerk .....	985-2102, ext.1326
Town Manager.....	985-2102, ext.1308
Town Planner.....	985-2102, ext.1303
Trash & Recycling .....	985-4811
Vital Statistics (Birth, Death & Marriage) .....	985-2102, ext.1326
Voter Registration.....	985-2102, ext.1326

### PUBLIC UTILITIES

Time Warner Cable TV .....	1-800-509-2421
Central Maine Power Company - Customer Service.....	1-800-750-4000
Outage/Emergency.....	1-800-696-1000
Kennebunk, K'port, Wells Water District (Main Street).....	985-3385
Emergency .....	985-2362
Kennebunk Light & Power District (Factory Pasture Lane).....	985-3311
Outage/Emergency.....	985-1142
Kennebunk Sewer District (Water Street).....	985-4741
Emergency .....	590-0246

### BUSINESS HOURS

Municipal Building	Monday-Friday	8:00 a.m. – 4:30 p.m.
Transfer Station/Recycling Facility	Tuesday-Saturday	8:00 a.m. – 3:00 p.m.